

# FRESHFORD PARISH COUNCIL

## DRAFT Minutes of the Meeting of Freshford Parish Council 14 March 2022, 7pm, Freshford Village Memorial Hall

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**Parish Councillors Present:** John Adler (Chairman), Annabel Batchelor-Wylam, Julian Carpenter, Jean Hawker, Tom Maddicott, John Putt, Richard Tibbles

**Apologies:** Elli Bate, Ben Walters

**In attendance:** Selina Jobson (Parish Clerk)

**Members of the Public:** Two

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

Cllr Hawker questioned whether she should declare an interest in the FLISCA request for CIL funding for the Galleries redevelopment. As Cllr Hawker attended FLISCA meetings in her capacity as a Councillor representing the Parish Council it was felt she had no declarable interest in this item.

142. **Minutes of Meeting**

**Resolved:** to approve the minutes of the meeting held on 14 February 22 as a true record.

143. **Review of Actions**

An update on actions was received. Councillors comments about the proposed A36 crossings had been submitted to Transient Design. The comments would be passed to National Highways and their Route Manager, Neil Winter, would be the point of contact going forward.

144. **Open Forum**

The Chair of the FVMH Committee and a representative from the FVMH Construction Sub-Committee spoke about the request for £10,000 of Parish Council CIL monies to be used for Phase 1 works on the Memorial Hall. They highlighted:

- The importance of the Memorial Hall to the community and its use by many groups and residents across Freshford.
- That the Hall was built 60 years ago and work was needed to modernise the building, with recladding, insulation and reglazing all part of Phase 1 works.
- That the Phase 1 works should reduce the Memorial Hall's carbon emissions by 90%. This would be in line with climate change activities and would significantly reduce the Memorial Hall's energy bills.
- That the Memorial Hall was close to reaching its funding requirement for Phase 1.
- The need for the Memorial Hall to confirm with the contractor by 31 March 2022 that funding was in place for the works to go ahead. Materials could then be ordered in time for the works to commence in the summer.
- That missing the deadline would potentially delay the project by a year because of having to minimise disruption to the pre-school.
- If works were delayed then it was likely that costs would rise.
- If not all the funds for Phase 1 could be raised by the end of March 2022 then part of the project, the installation of a new heating system, could be delayed whilst the other works could go ahead.

145. **Requests for CIL Monies**

Councillors considered two requests for Parish Council held CIL monies:

- i) From Freshford Village Memorial Hall Committee for £10,000 towards Phase 1 of the redevelopment of the Hall.
- ii) From FLiSCA for £10,000 towards the redevelopment of the Galleries (awaiting the outcome of a planning application).

Further information about the FLiSCA request for funding had only just been received by the Parish Council. FLiSCA representatives were also unable to attend the meeting. It was agreed to defer a decision on this request to the April Parish Council meeting.

The following points were made in discussion:

- That consideration needed to be given to three potential projects that could all be eligible for funding from the Parish Council's CIL funds: the two requests outlined above and a potential project to replace the street lamps in Freshford with LEDs.
- That the Parish Council currently held £19,729 in CIL monies.
- That the Parish Council could consider using its current unreserved funds held to fund any of the projects being considered.
- Whilst there was no specified level of reserves to be held by the Parish Council, it was recognised that some minimum level of funds should be held by a parish council in case of unexpected costs.
- The potential cost of changing the remaining sodium street lamps to LEDs was estimated to be around £19,500. With electricity prices rising the project was seen to save money in the longer term and was in line with the Parish Council's declaration of a climate emergency.
- Councillors recognised the benefits to the whole community of the redevelopment works on the Hall. The need to secure the required finances and commence the project as soon as possible was also understood.
- Funding all three proposed projects could lead to a need to raise the precept, and councillors were mindful of the impact of any such rise on residents.
- The energy and financial savings of the Memorial Hall project were seen to be greater than those of the Parish Council's street lamp project.
- The FVMH Committee had no plans to put further funding requests for the next phases of the Memorial Hall's redevelopment to the Parish Council at the current time. The redevelopment of the car park would not be undertaken until all works to the Hall were complete. Costs for remedial works to the car park might arise.

**Resolved:** to grant £10,000 of CIL monies to FVMH Committee for Phase 1 redevelopment works.

FVMH Committee confirmed that they would provide updates on progress with the works to all those who had contributed to funding.

146. **Planning Applications**

22/00933/FUL Clachan, Freshford Lane, BA2 7UR: Two-storey side extension and single storey rear extension.

This application had only just been received and the Planning Officer had agreed to accept comments from the Parish Council after the next meeting.

22/00246/LBA 6 The Old House, The Hill , BA2 7WG: External and internal alterations, including replacement of timber window frame & repairs to window sill & lower jamb.

**Resolved:** Support, identical materials should be used.

22/00443/FUL Pond House, Rosemary Lane, BA2 7UD: Partial demolition of outbuilding and conversion of remaining building into granny annex. Erection of two single storey extensions following demolition of the SW end of the existing dwelling.

Although this property was not in Freshford Parish, it was close to the parish boundary and adjacent to properties in Freshford. Two previous applications for works to the property had been considered by the Parish Council. The property was not within the Conservation Area and the site was not overlooked. It was felt that the proposals would update the property within the guidelines using an imaginative and exciting design. The proposals appeared to have been well thought through. The Parish Council suggested that keeping to the architect's design and materials was preferred.

**Resolved:** To support, with comments as above.

147. **Tree Applications**

22/00680/TPO Woodlands, High Street, BA2 7WF: Ash tree – fell. Base of the tree has rotted.

**Resolved:** Support with request for at least one tree to be planted in its place.

148. **Chairman's Report**

The Chairman reported that:

- An events calendar was being set up on the website.
- Personal email addresses would be removed from the website.

149. **Finance - Payments and Bank Reconciliation**

149.1 **Resolved:** to approve the following payments -

- £488.29 Selina Jobson for administration
- £29.65 Selina Jobson for meeting expenses
- £76.99 Selina Jobson for Bitdefender security (3-year package)
- £40 ALCA for councillor training
- £100 Chloe Alexander for internal audit

149.2 **Resolved:** to approve the bank reconciliation, noting the following payments -

- £300 Ian Croker for street cleaning (SO)
- £36 CPRE for annual subscription (DD)
- £60 DM Payroll for payroll administration

150. **Parish Council Projects and Councillors Responsibilities**

Councillors agreed a list of Parish Council projects and councillor responsibilities.

151. **Village Hub Bus Stop**

Councillors received:

- A revised quote from the agreed contractor, Green Trees, for a reduced area of hoggin, at a cost of £2995.66+VAT.
- A quote from Sustainable Furniture for a replacement bench, made from sustainable wood, at a cost of £337.05+VAT.

Cllr Carpenter was liaising with officers from B&NES about relocating the bus stop sign and moving the new bin that had not been installed in the agreed location.

Cllr  
Carpenter

A plaque on the old bench had been removed and would be put on the new bench.

**Resolved:** to approve the revised quote for hoggin and a new bench.

152. **Community Meeting on Transport and Highways**

The Parish Council's Community meeting on Transport and Highways would be held on Wednesday 13 April 2022.

Cllr Carpenter had contacted B&NES' Sustainable Traffic Manager and the Area Traffic Engineer for input and advice. Ward Councillor Matt McCabe would attend the meeting.

The event would be advertised widely across the community.

153. **Natural Environment**

a) Councillors considered a quote from Meadow in My Garden to create a wild flower garden in the triangle of land at the top of the cemetery. Another five companies had been approached for quotes but of those who had responded, none had been in a position to take on the work.

Concerns were raised about the capacity of the Cemetery and the need to use the triangle of land in the foreseeable future.

The creation of the wild flower garden would cost about £1200 to set up and establish, with another £600 of costs to maintain the area until 2025 .

**Resolved:** that whilst the scheme was supported in principle, the Parish Council did not feel it could justify the expense of the scheme given other commitments on Parish Council funds. Councillors stated that if other funding could be found then the scheme could be undertaken under the auspices of the Parish Council and on the understanding that once the capacity of the Cemetery was reached, the triangle of land would be needed for consecrated land.

b) Councillors received and noted a Friends of Freshford Tynning update report. A native hedge had been planted and it was agreed that the nearby water trough would be repaired to help with watering the hedge. The first of the orchard trees had been planted.

c) Councillors considered a request from Freshford Primary School to plant an oak tree they had received as part of the Queen's Green Canopy project on The Tynning. A location had been proposed, just above the lower path the led to the School. Councillors questioned whether the location was too close to the orchard trees that were currently being planted. Considering the final size of the tree and its potential impact on views across the Tynning, it was suggested that the tree should be located on the edge of a copse of trees that would be planted by the Cemetery boundary.

The tree was considered a significant addition to The Tynning and it was felt that a community consultation would be necessary to confirm the support of residents.

**Resolved:** that the exact location of the oak tree be finalised ahead of undertaking an online village survey about the proposed tree. It was agreed that at least 70% of respondents must be supportive of the planting of the oak tree in order to proceed. The survey would be open until the end of March 2022.

154. **Queen's Platinum Jubilee Celebrations, June 2022**

Cllr Batchelor-Wylam and the Clerk would consider actions needed. Local residents and organisations would be contacted to help organise events.

Cllr  
Batchelor-  
Wylam /  
Clerk

155. **Annual Parish Meeting**

The date of the Annual Parish Meeting was confirmed as Wednesday 18 May 2022.

156. **External Meetings**

Cllr Tibbles had attended a B&NES presentation about energy efficiency in buildings, retrofitting and approaching building projects more sustainably. It was felt that it

would be useful to provide information about sustainable building when people were making planning applications.

157. **Correspondence Received**

It was noted that:

- In response to an enquiry from St Peter's Church, it had been confirmed that the Parish Council supported the provision of a disabled parking space, as stated in a response to a previous planning application.
- SSE had reported that a power outage affecting a number of properties in Freshford was caused by an uninsulated stretch of power cable. SSE had stated that improvements to this stretch of cable had not been undertaken previously as they had been refused access to the land. Cllr Hawker would look into this situation.
- The West of England Combined Authority had requested a meeting with B&NES and local parish council representatives about difficulties the No 94 bus was having accessing Freshford and Monkton Combe. Cllrs Adler and Carpenter were willing to attend a meeting once a date was confirmed.

Cllr Hawker

158. **Exchange of Information**

Cllr Carpenter suggested that the Parish Council should have a councillor with responsibility for considering matters relating to disabilities, such as access and accessible communications. It was noted that disabled access was the responsibility of the asset holder, but that the Parish Council would take such issues into account where applicable. The community website met the legal web accessibility requirements. It was suggested that a paper on this matter could be brought to the next meeting.

Cllr Putt was talking to a resident who had previously been involved with the Bulletin about the possibility of re-starting this publication in some form.

159. **Date of next meeting**

Monday 11 April, 7pm, Freshford Village Memorial Hall

Meeting ended 9.30pm