

Minutes of the Parish Council Meeting held by Zoom Monday 15 June 2020

Present: Cllrs Robert Law, Tim Hancock, Teresa King, Will Pow, Brian Huggett, Brian Scurlock and Matt Hulm, District Cllrs McCabe and Butters and 5 parishioners.

1 APOLOGIES FOR ABSENCE None

2 Declarations of Interest and Dispensations None.

3 **Approval of Approval of adoption of Supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings until May 7 2021 or the repeal of legislation whichever is the earlier.** Approved unanimously.

4 Parishioners Matters

The majority of drains between Padleigh and Innox Grove blocked. This to be addressed via the highways site meeting.

Parking on the bend on Padleigh Hill. This to be addressed at the highways site meeting.

There are no planning applications in prospect for the Fosseyway Environment Park,

There is a planning application for new houses on the site of the former garage on Rush Hill. As the houses will have no visual or physical impact on the parish the parish council will not be responding.

5 **Approval of the 10 February and 30 March Meeting Minutes** Unanimously approved. They will be signed by the chairman at a later date when physical meetings resumed.

Matters Arising

Clerk to chase response to request for CCTV to tackle fly tipping.

No action to be taken over some planning related issues concerning outbuildings in the village.

6 PLANNING

6.1 Results, Correspondence and Consideration

19/05213/FUL Westvale Priston Road Priston Conversion and extension of disused rural building to holiday let. WITHDRAWN

Planning Application REF 20/00791/FUL Homestead Englishcombe Road Provision of loft conversion involving removal of existing flat roof rear dormers and replacement with roof extension APPROVED

Planning Application 20/01068/AGRN Parcel 2400, Fosseyway, Englishcombe, Creation of new access track Agricultural Prior Approval NOT Required.

Consultation response to local plan partial update submitted.

Since the issuing of the agenda the parish council has been consulted on Planning Application REF 20/02006/FUL Haycombe Farm Barn Haycombe Farm Lane Erection of outbuilding to the rear of recently converted studio building. However the plans have only just appeared on BANES website. Therefore it was unanimously approved that a response be submitted by email as the parish council will not be able to get an extension for this to be on the agenda for its next meeting.

6.2 **Planning Application REF 20/01688/FUL Inglescombe Cottage Church Lane Englishcombe Garage conversion for additional living accommodation as an annex to the existing house.** The parish council unanimously agreed to object to this planning application over concerns regarding parking, highway safety and its detrimental effect on the public realm and the conservation area. It was also perceived to be an over development of the existing site.

7 FINANCE

7.1 **Approval of the Insurance Renewal.** The parish council unanimously approved the renewal with Zurich on a five year deal. In light of COVID-19 it was decided not to obtain an alternative quote.

7.2 **Approval of the Risk Assessment.** Unanimously Approved.

7.3 Payments for Approval

Payments to Ratify Parish Council

31 March	Standing Order	Clerk's Salary March	£279.28
31 March	Standing Order	Sweeper Fee March	£225.27
30 April	Standing Order	Clerk's Salary April	£279.28
30 April	Standing Order	Sweeper Fee April	£225.27
31 May	Standing Order	Clerk's Salary May	£279.28
31 May	Standing Order	Sweeper Fee May	£225.27

Payments for Approval Parish Council

15 June	Cheque No 964	Insurance Renewal	£442.48
15 June	Cheque No 965	Cllr Law's Travel Expenses	£12.60
15 June	Cheque No 966	Cllr Hancock's E Times Expenses	£52.58
		And Cllr Hancock's Printing Expenses 2010/20	£54.43
			£107.01

15 June	Cheque No 967	Cllr Huggett's Mowing Equipment Service EPC Share £102.75 and DR Trimmer Service April 2020 EPC Share £10.00	£112.75
15 June	Cheque No 968	Clerks Expenses Feb/March £72.03 and April/May £98.20	£170.23

Millstream and Wheelwrights Payments for Approval

15 June	Cheque No 13	Cllr Huggett Mowing Equipment Servicing Share £92.75 And Cllr Huggett April DR Trimmer Servicing £34.29	£127.04
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Proposed Cllr King, Seconded Cllr Scurlock. Unanimously approved.

7.4 Financial Report The balance of funds as at 15 June is £16,233.67 and without CIL Funds is £12,834.06 with Millstream and Wheelwrights Funds £2,113.04. **Actual Expenditure against Budget 2019 2020 (excluding receipt of CIL funds).** At year-end total receipts up £355 at year end as compared to budget. Total Payments up by £920. Overall this means that the council had a deficit at year end of £916. The approved budget resulted in a deficit of £351. A report on the key variances has been circulated prior to this meeting.

7.5 Approval of Exemption from the External Audit Certificate As both the income and expenditure for 2020 2021 is below the £25,000 threshold the parish council unanimously approved exemption from the external audit. The exemption certificate will be signed by the clerk and the chairman and then submitted to the external auditor.

7.6 To take note of Internal Audit Report 2019 2020 and approve response and any required action

In light of COVID 19 and in accordance with the guidance received from the external auditors not all aspects of the internal audit could be completed. This is because not all of the evidence such as cheque books and bank statements could be provided to the internal auditor during lockdown. On the internal audit report internal controls B E and J have been ticked no rather than not covered. Therefore with the agreement of the internal auditor the following statement has been produced by the responsible financial officer which if approved will be displayed along with the internal audit report on the website before the end of July. B E and J internal controls have been undertaken during the year 2019 2020 but because of COVID 19 the physical records have not been able to be provided to the internal auditor to check so have not been covered in the internal audit. This response was unanimously approved. Note no remedial actions recommended for those internal controls fully or partially covered.

8 HIGHWAYS, RIGHTS OF WAY & ALLIED MATTERS

8.1 Highway and PROW Issues. It was agreed to hold a site meeting between District Cllr Butters, highways and the chairman over the very dangerous state of the road surface on Padleigh Hill, the state of the drains and the obstructive parking on the bend.

8.1.1 Crab Apple Tynning Lane Designation

8.1.2 Footpath BA11/8 Innox field

It was agreed to invite the BANES PROW officer to a site meeting to discuss various issues with the PROW in the parish.

8.1.3 Consideration of Response to Consultation on The City of Bath PROW Definitive Map Project in the adjacent Southdown Ward Clerk to respond stating that the parish council has no comments to make.

9 Millstream and Wheelwrights Workshop and Orchard Committee Report There have been no meetings due to COVID-19. Thanks to all those involved in keeping these areas looking lovely. The bridge needs repairing. Donations in memory of Alan Jones being requested to create a wildflower area.

9.1 Working with Volunteers Nothing to report and will be added to future agendas when COVID-19 restrictions are lifted.

10 Parish Newsletter and Website Cllr Hancock was congratulated on the recent excellent edition. It was unanimously agreed to produce a printed copy of this edition for circulation to all households. It was also unanimously agreed to renew the domain name and hosting for the next two to three years rather than just for one year.

11 District Councillor's Report Cllr Butters reported increased funding for pothole repairs.

12 Reports by Clerk/Councillors/Chairman

Chairman's Report The Parish has held together well since the 'lockdown' ordered by the Government. A parishioner's idea to use a WhatsApp for Englishcombe village in particular (including a separate one for Innox Grove) has been of great benefit to all including those not on the App, in allowing those socially isolated and unable to get to the shops to secure provisions and a modicum of social contact within the limits imposed. The village and the surrounding parish have been much used by local people who live outside the parish boundaries, and we are grateful that in difficult circumstances, that both the inhabitants and the environment of Englishcombe, helped by the weather, have done their part to make such a time as this bearable, and indeed enjoyable. There will be much to discuss and do once this is 'all over'.

Clerk reported that the parish sweeper has continued to work during the lockdown as this is allowed.

13 CORRESPONDENCE None

Meeting closed 9.07 pm. Next meeting 27 July 7.30 pm.