

Minutes of the Parish Council Meeting held by Zoom Monday 1 March 2021

Present: Cllrs Robert Law, Tim Hancock, Will Pow, Brian Huggett, District Cllr McCabe, Kathryn Manchee the clerk and one prospective parish councillor.

1 APOLOGIES FOR ABSENCE Cllr Scurlock and Cllr King.

2 Declarations of Interest and Dispensations Cllr Hancock in agenda item 6.6.

3 Parishioners Matters None.

4 Council Meeting 11 January

4.1 Approval of the 11 January Meeting Minutes Unanimously approved. They will be signed by the chairman at a later date when physical meetings resume.

4.2 Matters Arising from the 11 January Meeting The chairman wrote a letter of thanks to the donor for his kind gift of a Christmas tree. It was agreed that the effect on the budget of the clerk leaving will be reported by the usual quarterly forecast.

4.3 Progress Report on Consideration of Installation of Pavement to improve post box access and junction warning signage installation A site meeting will be arranged with BANES highways to progress both of these issues. The rubbish bin by the post box is in a bad state with the bottom rusted out.

4.4 Consideration of Co-option to Fill Parish Council Vacancy.

The potential candidate was in attendance for this meeting. If still interested to be co-opted at the next meeting.

5 PLANNING

5.1 Results, Correspondence and Consideration The information on the HELAA sites has been circulated.

5.2 Consideration of Response to Planning Applications REF 21/00507/FUL and 21/00508/LBA Rectory Farm House Rectory Farm Lane Englishcombe Internal and external alterations for the replacement of existing softwood timber windows with slimline steel framed windows to all dormers and the openable casements on the front elevation of the farmhouse Consultation The parish council unanimously supported this application.

5.3 Update on the Conservation Area Appraisal from Cllr Huggett

The Conservation Appraisal report as such is virtually complete in draft form; the parish council needs to update some of the photographs and appendices. The planning officer has asked for information to be included on Green Energy Issues (single and double glazing, driveways tarmac or porous and public realm facilities. Cllr Huggett will create an Excel appendix covering these issues and continue to press for completion.

5.4 Progressing the Extension of the Cotswolds Area of Outstanding Beauty (CAONB)

The parish council unanimously approved Cllr Huggett to work on progressing the inclusion of the remaining part of the Environs of Bath in the CAONB.

6 FINANCE

6.1 Payments for Approval

Payments to Ratify Parish Council

31 Jan	Standing Order	Clerk's Salary January	£293.52
31 Jan	Standing Order	Sweeper Fee January	£229.78
28 Feb	Standing Order	Clerk's Salary February	£293.52
28 Feb	Standing Order	Sweeper Fee February	£229.78

Payments for Approval Parish Council

1 March	Cheque no 982	CPRE Membership	£36.00
1 March	Cheque No 983	Clerks Expenses Dec Jan	£80.01
1 March	Cheque No 984	Cllr Hancock's Expenses	£128.92
1 March	Cheque No 985	Millstream Lease and Wheelwrights Lease	£292.50
1 March	Cheque No 986	Half of cost of Hayter mower servicing	£63.74

Millstream and Wheelwrights Payments for Approval

1 March	Cheque No 18	Half of cost of Hayter mower servicing	£63.74
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Unanimously approved.

6.2 Financial Report The balance of funds as at 11 January is as at 1 March is £12,824.81 and without the Community Infrastructure Levy Funds it is £9,425.20. The Millstream and Wheelwrights Funds balance is £2,147.84.

6.3 Approval of the Standing Order for the Payment Fee Uplift as per the contract

It was unanimously approved as per the contract to uplift the payment to the sweeper by 2% from April. The letter amending the standing order for payment signed by two authorised signatories and sent to the bank.

6.4 Approval of Actions relating to Change of Clerk/RFO including cancellation of standing order for salary payment The cancellation of the standing order was unanimously approved. It was agreed to hold a meeting on Monday 8 May 7.30 pm to agree sharing of the clerk and responsible financial officer's work until a replacement is recruited.

6.5 Approval of Changes to the Bank Mandate and Telephone Banking

The bank mandate to stay as is and change of address advised to the bank once a replacement in place. Existing clerk to forward physical mail to the parish council after her departure including the bank statements until a replacement is recruited. In the meantime alternative contact details can be provided by using a signature on the email account used by the existing clerk. It was agreed to put purchase of new equipment for the new clerk/RFO on the agenda for the meeting on March 8.

Cllr Hancock left the meeting.

6.6 Consideration of the Request for a Donation relating to the Supply of the Wi-Fi hotspot at the Old School Community Hub The parish council unanimously agreed to this request as the facility will be very useful for the community. Payment to be made at the 12 April meeting.

Cllr Hancock returned to the meeting.

7 HIGHWAYS, RIGHTS OF WAY & ALLIED MATTERS

7.1 Highway and PROW Issues.

Work has been carried out as follows:

Handrail repair carried out by Salem Chapel. New post fitted.

Padleigh Hill tree, which was being held up by the telephone line, finally completely removed.

The tree that had fallen down across footpath BA11/6 has been removed.

7.1.1 Update On Community Speedwatch

Community Speedwatch activity has been suspended during the lockdown.

7.1.2 Progress Report on Addressing the Visibility Issues at the Rectory Farm Lane and Innox Grove Junctions A site meeting to be arranged to discuss this with BANES highways.

8 Millstream and Wheelwrights Workshop and Orchard Committee Report General tidying and bulb planting continues. Serious work will start in the Spring. It is noticeable that there is an increased recreational use of Millstream. The Orchard continues to look beautiful with more fruit trees planted to replace old trees that have died.

9 Parish Newsletter and Website The Spring Edition of the Englishcombe Times has been printed and delivered to the whole parish by the time of the meeting. The website continues to be updated. The Church page has had a link to the Graveyard Records and an update on St Peter's contact details provided.

10 Possible Resumption of Physical Meetings from May 2021 Issues arising from this to be dealt with nearer the time. The Annual Parish Meeting on 29 April to be held via Zoom.

11 District Councillor's Report Several consultations ongoing including Active Transport and the Parking Strategy. Cllrs are recommended to respond to the parking strategy to ensure those who live in areas such as Englishcombe that are car dependent still have parking available in Bath. Cleveland Bridge will be closed for repair in the summer. This will have impact on traffic on the edge of the parish travelling to Bristol. Derelict field near Barrow Castle soon to be used for livestock.

12 Reports by Clerk/Councillors/Chairman

The chairman has been in touch with ALCA about recruiting a new clerk. The Local Plan Partial Update consultation response has been submitted. Cllr Huggett will be attending the Rural Landscape Strategy Workshop.

12 CORRESPONDENCE None.

Meeting closed 8.41 pm. Next meetings 8 March and 12 April.