

CHARLCOMBE PARISH COUNCIL

MINUTES

OF THE ANNUAL MEETING HELD ON TUESDAY 21 MAY 2019 AT 7.30PM
AT LANSDOWN & LANGRIDGE VILLAGE HALL, LANSDOWN, BATH

1. PRESENT

Councillors Jones, Howard, Rippin, Chorley, Macklin, Jarai, Bravin, Clerk Mrs MacKichan-Burke, and Mr K Weller (Parish Cotswold Warden).

2. APOLOGIES

Ward Councillors Guy and Warren

3. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Councillor Chorley was re-elected as Chairman, proposed by Councillor Rippin and seconded by Councillor Howard, unanimously approved. Councillor Rippin was re-elected Vice-Chairman, proposed by Councillor Jones and seconded by Councillor Maklin, unanimously approved.

4. MINUTES OF LAST ANNUAL MEETING

The minutes of the Annual Meeting held on 15 May 2018 had been approved as a true record at the Council's meeting on 17 July 2018 and signed by the Chairman.

5. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

Councillors reviewed and approved the Standing Orders and Financial Regulations. Both are based on the latest NALC templates, it was agreed that the wording would be updated to reflect gender neutral language, which will be prepared for approval at the routine meeting in July.

6. REVIEW OF INVENTORY OF ASSETS

Councillors noted that there had been no changes to the inventory of assets over the last 12 months.

7. REVIEW AND CONFIRMATION OF INSURANCE COVER

Councillors reviewed and approved the insurance cover to be provided by Zurich Municipal Local Councils' Insurance, renewal date 1 June. The cover was considered adequate and appropriate for the Council's needs.

8. REVIEW OF COUNCIL'S MEMBERSHIP OF OTHER BODIES

Councillors agreed to continue the Council's membership of ALCA, CPRE and the Bath Preservation Trust. There were no other bodies which it was thought the Council should join.

9. CHAIRMAN'S REPORT

The Chairman reported on the business of the Council during the preceding year.
(Report attached)

Signed:..... (Chairman)

Date.....

10. FINANCIAL REPORT

Councillors approved the financial report for 2018/19 (attached). The total spend for the year was £3775.11 (which included three unrepresented cheques amounting to £210.50) and the Precept received was £3000. The end of year balance of £6306.40 includes grants totalling £3120 from B&NES for provision of disabled access for the village hall. This leaves a working balance of £2975.90.

11. FOOTPATHS REPORT

Keith Weller gave a report on progress with the Parish footpaths. Councillors expressed their gratitude to Keith Weller for all his hard work and he in turn thanked the Parish Council for their enthusiastic support.

12. RECEIPT OF MEETING SUMMONSES BY EMAIL

Councillors unanimously agreed that the Clerk will continue to send meeting summonses by email.

13. ITEMS FROM THE PUBLIC

There were no items from the public.

14. ANY OTHER BUSINESS

There was no other business.

15. DATE OF NEXT MEETING

11 May 2020.

There being no further business, the Chairman declared the Meeting closed.

A MacKichan-Burke
Clerk to Charlcombe Parish Council

Attachments:

Chairman's Report
Financial Report
Cotswold Parish Warden's Report

Signed:..... (Chairman)
Date.....

Chairman's Report

Charlcombe Parish Council has met formally on 6 occasions over the past year ending 31st March 2019. These were May, July, September, November, January and March 2019.

Planning

18 planning applications have been received and considered. Of these 13 were supported by the PC and permitted by B&NES, indicating the general level of support by the PC for appropriate and compliant development. Those not supported included inappropriate signage proposed on Lansdown playing fields adjacent to the road, excessive and intrusive development at Deerholm in Charlcombe, and a highly intrusive Telecomms mast proposed on Colliers Lane. The PC has also strongly requested enforcement action against excessive and unpermitted development at Lansdown Court.

A recent joint success was achieved when the PC supported an application for a tree preservation order (TPO) on land to the west of Weston All Saints School. This much used and appreciated parcel of land was recently acquired for development and the TPO will ensure any future development is strictly controlled.

The PC also submitted a formal response to B&NES consultation on plans to introduce a Clean Air Zone (CAZ) in the central Bath area. Whilst the PC fully supports necessary measures to ensure air quality in Bath meets all requirements, the proposed B&NES actions were seen as producing many negative undesired consequences. The huge response to the consultation resulted in B&NES revising their proposals to a more broadly effective approach.

Governance

The audit for the past financial year was conducted and approved. Under recent legislation an external audit is no longer required, and an internal audit was successfully completed.

Procedures to comply with the General Data Protection Requirements have been prepared and these have been reviewed and placed on the website

Finance

The PC made a customary small financial grant to Lansdown Village Hall. Together with other grants from our three ward councillors and B&NES, work is in progress to install a disabled access ramp. The transparency fund grant will also allow internet access to be provided.

Snow Warden Scheme

Due to funding issues, B&NES is no longer able to support the snow Warden scheme which has been active in the parish for a number of years. However, the hand operated salt spreader will be retained and used when needed until existing stocks of

Signed:..... (Chairman)
Date.....

salt are exhausted. It can then be employed to make most efficient use of salt provided in the usual grit bins

Parish Footpaths

With the superb support of our Parish Cotswold Warden Keith Weller and deputy John Kerr, the Parish footpaths continue to be very well maintained and improved. Along with dedicated support from Cllr Bridget Howard, the PC is now assisting a small maintenance programme for all paths to ensure control of vegetation and weeds.

Highways

We continue to press B&NES for desperately overdue improvements to Charlcombe Lane which is on the verge of serious subsidence along an elevated stretch of the Lane. Action to rectify this potentially dangerous situation has been repeatedly deferred for several years by B&NES, presumably because of funding constraints.

Speeding issues along a number of lanes in the area have also been raised with B&NES. Speeding vehicles have resulted in a number of road accidents and "near misses" for pedestrian safety.

Staffing

After previously standing down as Chairman, Alastair MacKichan finally officially retired as a Councillor on May 7th 2019. Alastair's huge input to PC activity will be greatly missed, along with his in-depth knowledge of planning regulations. He has earned massive respect throughout the other parish councils and within B&NES for the logical and fact based quality of his arguments for or against planning proposals. We wish Alastair a relaxing and well earned retirement.

David Weaver also officially retired on the same date. David has given many years of excellent service to the PC and will also be greatly missed. His friendly and relaxed attitude could often transfer into a passionate argument for or against a proposal on which he had strong feelings, but these views were always made in a gentlemanly way. He will also be greatly missed.

As a result we welcome two new councillors to the PC. Kate Bravin and Rachel Jarai will help to provide local knowledge of the Lansdown and Weston areas of the Parish respectively, and both show a dedication and a passion which will suit them well for the future. We hope that they will enjoy their time with the PC, and find it rewarding and satisfying.

I would also like to thank our new clerk, Mrs Alexandra MacKichan-Burke for the seamless transition she has provided since the retirement of the previous clerk, Penny MacKichan. Alex provides a key role and has done this in a most effective way. Her gentle guidance and good communication on issues to be addressed is greatly appreciated.

With the recent local elections there has been a significant change in the political landscape of B&NES. As a result we will no longer be able to enjoy the active

Signed:..... (Chairman)
Date.....

involvement and valuable support of Ward Councillors Martin Veal, Geoff Ward and Alison Millar. We would like to offer them our greatest thanks for their help over the last few years and wish them well for the future. We also look forward to working with their successors over the coming years.

Challenges for the future

The PC now needs to work out how best to cover the recent big losses in experience resulting from recent retirements. However, I am very optimistic that our new youthful and passionate incomers will be quickly integrated, and with broad support from the more established members we will soon be able to cover all areas and activities in a shared way. I would like to thank all councillors for their hard work and friendly support throughout the past year, and look forward to the challenges of the future.

Stewart Chorley
Chairman, Charlcombe Parish Council

21 May 2019

Signed:..... (Chairman)
Date.....

2018/19 FINANCIAL REPORT
FOR ANNUAL MEETING OF CHARLCOMBE PARISH COUNCIL
21 MAY 2019

For the period 1 Apr 18 to 31 Mar 19:

EXPENSES

30 Apr	Clerk's Salary	£166.66
17 May	Zurich Insurance	£257.60
31 May	Clerk's Salary	£166.74
15 June	ICO Registration	£40.00
30 June	Clerk's Salary	£166.74
17 July	L&L Village Hall	£357.50
17 July	BPT Membership	£20.00
31 July	Clerk's Salary	£166.74
31 August	Clerk's Salary	£166.74
11 Sep	Cllr Rippin	£4.00
11 Sep	Website Hosting	£65.00
30 Sept	Clerk's Salary	£166.66
31 Oct	Clerk's Salary	£166.66
30 Nov	Clerk's Salary	£166.66
01 Dec	Cllr Rippin	£6.50
01 Dec	Village Hall Internet	£499.81
01 Dec	BPT Tree Planting	£200
31 Dec	Clerk's Salary	£166.66
31 Jan	Clerk's Salary	£166.66
28 Feb	Clerk's Salary	£166.66
12 Mar	Clerk's Expenses	£44.98
12 Mar	NALC Sub	£79.72
12 Mar	L&L Village Hall	£200
31 Mar	Clerk's Salary	£166.42

TOTAL **£3775.11**

INCOME

3 Apr 18	Precept	£1500.00
27 Sept 18	Precept	£1500.00

TOTAL **£3000.00**

UNPRESENTED CHEQUES

11 Sep	Cllr Rippin	£4.00
01 Dec	Cllr Rippin	£6.50
12 Mar	L&L Village Hall	£200

TOTAL **£210.50**

BANK ACCOUNTS

Current Account at 31 Mar 19 6306.40

TOTAL **6095.90**

Note:

Funds earmarked for disabled access for the village hall (B&NES grants): £3120

Signed:..... (Chairman)
 Date.....

**CHARLCOMBE PARISH
COTSWOLD PARISH WARDEN REPORT FOR MAY 2019 AGM**

This year, my “Assistant Parish Warden” John Kerr has again walked all the paths at least twice within the year, sometimes in conjunction with Rob Herbert, another local Warden, and once I believe with Alastair MacKichan. The reports which John provides have enabled me to record that all the paths are in generally good condition. Occasionally John and Rob have been out on “mini” work parties – clearing fallen trees or other vegetation. I myself, and sometimes with Wardens colleagues and sometimes with Ramblers colleagues, have been out attending to several minor works as well as some significant projects. You will see from the updated list of paths included with this report that all the paths have “dates walked” marked in red to confirm that they have been walked at least once this year.

“Red” items in the updated list of the paths also show tasks that have been completed during the year. Particularly significant items have been the steps on BA5/9 (behind Charlcombe church) and the boardwalks at the bottom of BA5/15 (off the bottom of Langridge Lane towards Woolley). New gates have now replaced stiles on BA5/23 & 22 (across Lansdown) and a number of minor works have been completed.

I have continued to discuss various other issues with BathNES. The racecourse management are proceeding with their approved path diversions: I see that they have now moved their starting rails away from the wall by Lansdown Lane.

My “list of remaining stiles” and “list of boggy patches” have been updated and are included with this report, showing some further progress.

I continue to be grateful to the Volunteers within the parish (ie the Parish Councillors) who monitor the allocated paths and cut some minor vegetation from time to time. I had simplified the list of paths to produce a summary of those areas usually needing some attention. It was very helpful that this was picked up by Alastair and distributed so that I hope the Volunteers now find it easier to focus on specific lengths of path.

In addition to the highlighted tasks, the Wardens Walling Team has continued to carry out considerable work repairing the wall along by the racecourse and golf course on Lansdown Road / Freezing Hill Lane, where several of you have seen them working on Tuesdays.

As always, I remain grateful to the Parish Council for their enthusiastic support and in particular to Alastair who first welcomed me to assist the Parish in such a positive way. I had hoped to produce a photographic presentation to show the difference we have made in the 5 years we have been working together but time and “events” have overtaken me. I have set up a format for this and I hope to discuss with Alex whether we might progress this and whether a “directory” of the paths might be of interest on the website.

I shall be pleased to continue liaising with Bridget and Alex and with the Parish Council as a whole, working together to improve the footpaths and the environment of Charlcombe Parish. Thank you.

Keith Weller

Signed:..... (Chairman)
Date.....