

CHARLCOMBE PARISH COUNCIL

MINUTES

OF MEETING HELD ON TUESDAY 20 JULY 2021
AT 7.00PM AT LANSDOWN AND LANGRIDGE VILLAGE HALL

PRESENT

Councillors Chorley, Howard, Macklin, Jarai, Rippin, Jones, Bravin, Clerk Mrs Burke

1) APOLOGIES FOR ABSENCE

Ward Cllr Warren, Ward Cllr Guy, Cotswold Warden Weller

2) DECLARATION OF INTEREST

Cllr Bravin reiterated her COI with application 20/03392/FUL – Barn North of the Village Hall – which is being heard at Committee.

3) URGENT BUSINESS

None

4) ITEMS FROM THE PUBLIC

A member of the public from Weston Spring Farm spoke to the Council about their application (21/03217/AGRN) off Broadmoor Lane, which seeks approval for agricultural permitted development.

5) MINUTES OF LAST MEETINGS

Chair Macklin signed the minutes of the meeting held on the 6 May 2021. Minutes of the previous meetings which were not signed due to Covid restrictions will be signed by Chair Macklin and presented at the next meeting.

6) TOWN AND COUNTRY PLANNING

a) Decisions of the Local Planning Authority.

- (i) 21/01679/CLPU - Lansdown Golf Club, Lansdown Road, Charlcombe, for the installation of 44kWp solar panels on the club house and outbuilding (Certificate of Lawfulness for a Proposed Development) – Supported - Refused

b) Awaiting Decisions of the Local Planning Authority

- (i) 20/00332/FUL – Vodaphone Mast, Colliers Lane – Retention of the existing temporary mast and associated apparatus for a period of 2 years – Objected
- (ii) 20/03392/FUL – Barn North of the Village Hall, Langridge Lane – Convert a redundant farm building into an agriculturally tied dwelling to house a farm worker – Supported - To be heard at Committee on 28th July, Cllr Rippin to represent the Parish Council
- (iii) 21/02495/FUL - Down Cottage, Lansdown Road for the demolition of derelict workshop and erection of garden office with works to front porch and window replacement – Supported
- (iv) 21/02814/FUL - Charlcombe Grove Farm Access Road to Ravenswell House - Construction of a rear single storey extension with new retaining wall in the location of the previously removed north barn - Supported

Signed..... (Chairman)

Date.....

- c) Applications for Planning Approval for Consideration
None
- d) Appeals against the Decision of the Local Planning
None
- e) Enforcement Issues
None
- f) Works to Trees
None
- g) Parish Engagement Webinar for the Sustainable Construction & Retrofitting/Historic Buildings SPD – Cllr Jarai attended and gave a brief update, mainly that B&NES is hoping to clarify information and make it more accessible by combining two documents into one and making the information web based.
- h) Process for dealing with planning applications – Cllrs discussed and formalised the new process. Councillors are in two teams; one team will draft comments for three months then hand over to the other team for three months. To be reviewed after six months.
- i) 21/03217/AGRN - Whilst the Council is supportive of the aims of the agroecological farm proposal, given the complex nature of the proposal the Council considered that a full application was appropriate and resolved to submit comments.

7) Recruitment of new Clerk

- a) Cllr Macklin updated Cllrs on the recruitment of the new Clerk, Rosemary Kerr, who has accepted the role and will take over as Clerk on the 2nd August. There will be a handover period, and it was agreed that Rosemary Kerr and the current Clerk can submit invoices for handover training sessions at £10 an hour each.
- b) The new Clerk’s salary was reviewed and agreed to be set at Band 6, £2,150pa.
- c) An HR sub-committee has been formed, comprising of Cllr Howard and Cllr Rippin.

8) HIGHWAYS AND FOOTPATHS

- a) Cllrs reviewed Cotswold Warden Weller’s Footpaths Report and send huge thanks to him and his fellow Wardens for their continued work on the footpaths within the Parish.
- b) Cllr Bravin advised Cllrs that two new bridges have been built on her land which will assist walkers crossing over the stream and spring.
- c) Cllrs discussed the allocation of footpaths as this has not been updated since new Councillors have joined. Cllrs are to review the allocation and have been asked to assist in clearing footpaths whenever possible.
- d) Charlcombe Lane traffic concerns – Cllr Chorley updated the Parish Council on the increase in volume of large vehicles travelling along Charlcombe Lane over the last 6 months, which is causing serious concern due to the risk posed towards walkers and cyclists, and that a long term solution is needed. Cllr Chorley has been in contact with the Ward Councillors to voice these concerns. Cllr Warren has advised that the

Signed..... (Chairman)

Date.....

LTN will help, and some monitoring is scheduled to take place, however Cllr Chorley noted that this has been planned during the school holidays and has requested that it take place during term time to ensure that results are accurate. The Parish Council would like to extend its thanks to the Ward Councillors for their ongoing support with this.

9) FINANCE AND GOVERNANCE

- (a) The bank reconciliation was presented via email, noted, and approved.
- (b) Approval of Expenses
 - (i) Local Look – Advert for Clerk - £54
 - (ii) BPT Membership 2021-22 – £20 – To bring in line with BPT’s single date renewal in May
- (c) Bank Account – It was agreed that the transfer of funds from old account to new account will take place in August once existing cheques have been presented. The Clerk advised the PC that it will need to review its method of paying invoices now that it is moving to an electronic account. A process will need to be agreed and approved.
- (d) External Audit – Councillors noted the submission of external audit papers to the auditor by the required date, and the publication of the required information on the Parish website, including the notice of commencement for the exercise of public rights.

10) CORRESPONDENCE RECEIVED

- (a) Fare Car Scheme – The Bus Information Manager has sent the Parish Council an updated leaflet for the Fare Car scheme that operates within the parish. This has been published on the website.

11) LANSDOWN AND LANGRIDGE VILLAGE HALL DISABLED ACCESS FUND

- (a) Cllr Macklin to update Cllrs on reallocation of Empowerment Fund grant, which is now being used to insert steps on the footpath above Charlcombe Church. The Clerk has contacted the PROW Officer at B&NES to advise them that the funds are available and to request a timescale of works.

12) AOB

- (a) Cllr Macklin expressed the gratitude of all councillors to the retiring clerk, Alex Burke, for her exemplary and professional service to Charlcombe Parish Council for the past three years.

13) EXTERNAL MEETINGS

- (a) Bath Preservation Trust Environs Committee – Cllrs Rippin/Chorley - 20th May
- (b) Bathavon North Forum – Cllr Jarai - 12th August, 6pm via Zoom
- (c) B&NES Area Group ALCA Mtg – Cllr Macklin – 30th July, 6.30pm via Zoom
- (d) B&NES Parishes Liaison Mtg – Cllr Chorley – 14th July, 6.30pm via Zoom

14) PROPOSED DATES OF NEXT 2 MEETINGS

Tuesday 14 Sept 2021 – Lansdown and Langridge Village Hall booked
Tuesday 10 Nov 2021 - (location tbc)

Mrs A Burke
Clerk to Charlcombe Parish Council

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