

CHARLCOMBE PARISH COUNCIL

DRAFT MINUTES

of Meeting held
on Tuesday 8th November 2022 at 7pm
in The Foyer, St Stephen's Church, Lansdown Road, Bath BA1 5SX

Present

Councillors Macklin, Bravin, Chorley, Howard, Jarai, Jones and Rippin
Members of the public attending by invitation of Councillors Jones and Rippin - Mr J Nash
and Mr M Stappard
Clerk Mrs Kerr

1. Apologies for Absence

Parish Voluntary Cotswold Warden Mr K Weller

2. Declarations of Interest

To receive any declarations from Members of financial or other interests in respect of matters for consideration at this meeting.

Councillor Bravin at introduction of agenda item 19 AOB.

3. Urgent Business

To announce any items of business not included in the agenda to be agreed by the Chair.
None

4. Items from the Public

To receive deputations, statements, petitions or questions from members of the public. There will be a time limit of 3 minutes. Members of the public wishing to address the Council are required to notify the clerk, not less than 24 hours in advance.

None

5. Minutes of the Last Meeting held on 20th September 2022

Councillor Macklin, as Chair, signed the minutes of the meeting held on 20th September 2022.

6. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 22/02950/FUL - Walnut Lodge, Charlcombe Lane - Renovation of existing pool house plant room, and work on existing ancillary outbuildings to create garden gym – Support – Permit
- (ii) 22/03038/CLEU - Court Mead, Langridge Lane, Langridge - Use of an area of land adjacent to the dwelling as a garden and wood store – Support – Lawful
- (iii) 22/00452/AGRA - Parcel 5663, Broadmoor Lane, Upper Weston – Construction of tool store and erection of two polytunnels – Observations – Permitted Development

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 – Object

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Following the recent approval of further telecoms masts in the area, the Parish Council sent comments to B&NES on 3rd November 2022, advising that this temporary mast should no longer be required.

- (ii) 22/02458/LBA - Crossleaze Farm, Woolley Lane, Charlcombe – Addition of photovoltaic panels to detached garage – Support
- (iii) 22/03036/CLEU - Court Mead, Langridge Lane, Langridge - Use of the property as a dwelling house occupied by non-agricultural workers, extinguishing the agricultural tie on the property – Support
Councillor Rippon advised that this application had been noted at the October Bath Preservation Trust Environs Committee meeting.
- (iv) 22/03302/FUL - Agricultural Buildings North Of The Grange, Charlcombe Lane - Erection of a dwelling following demolition of existing dwelling – Object
- (v) 22/03483/FUL - Larkhall Football Club Plain Ham Valley View Road - Resurfacing of grass pitch with synthetic playing surface - Support

c) Applications for Planning Approval for Consideration

- (i) 22/04122/FUL – Waterworks Cottage, Charlcombe Way, Fairfield Park – Erection of two detached dwellings

After discussion it was decided that the Parish Council would submit a comment regarding this planning application and Councillor Chorley agreed to prepare a draft for review.

The Clerk would request a seven-day extension from B&NES as the consultation period ends on 8th November 2022.

d) Appeals against the Decision of the Local Planning Authority

- (i) 21/04746/OUT – Field On Corner With Ferndale Road Deadmill Lane Lower Swainswick - Outline application for the development of 15 affordable dwellings – Object - Refused.

e) Enforcement Issues

None

f) Works to Trees

None

g) Public notice of planning applications being considered by Charlcombe Parish Council

Cllr Macklin to provide an update.

As details of planning applications are available on the BANES website it was decided that, in line with the practices of other Parish Councils, Charlcombe Parish Council would not publish applications under consideration on the website.

7. Highways and Footpaths

- a) Proposed TRO 21-033 – 20 and 30mph on various roads Langridge and Tadwick
Clerk to provide an update

The Clerk advised that the Highways team had reported that the 'outcome of

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process' report was now with the Director for consideration and that once a decision was reached, the Parish Council would be notified.

- b) Improvements to roads and drains near Starfurlong Garden, Broadmoor Lane
Cllr Jarai to provide an update
Councillor Jarai advised that B&NES had confirmed that work to clear the drains would be scheduled for this year, with on-going correspondence regarding the resurfacing work.
- c) Footpath Report from Cotswold Voluntary Parish Warden
Cotswold Voluntary Parish Warden Weller had circulated a short report to Councillors.
Councillor Macklin would contact him regarding the September meeting suggestion of a Commemorative Bench above Woolley Steps.
- d) Flooding on Osborne's Lane
Councillor Jarai reported that the lane had become increasingly impassable to pedestrians over the last few winters due to flooding. She had raised this with B&NES and recently work has been completed on a storm drain with new feeder pipes.

8. Finance and Governance

- a) Financial Report
The Receipts and Payments details were noted.
- b) Precept Receipt
The Clerk confirmed that the final 50% of the 2022/23 payment has been received.
- c) CIL payment in respect of 20/03392/FUL Barn North of Village Hall Langridge Lane
The Clerk advised that £2410.71 of CIL payments had been received in relation to this development. In total the Parish Council held £7276.68 CIL monies.

Councillor Macklin asked Councillors to identify potential uses for this CIL money, ready for discussion at the January 2023 meeting.

The Clerk will circulate a summary of the CIL scheme to Councillors.

- d) PAYE
Clerk to provide an update
Councillor Macklin stated that it was now necessary for the Parish Council to pay tax directly to HMRC on an element of the Clerk's salary. This will need to be processed promptly each month to avoid late payment.
- e) Approval of Expenses
 - (i) Clerk's Salary and HMRC Tax (October) - £193.38
 - (ii) Hire of St Stephen's Church Foyer 8th November - £28
Hire of St Stephen's Church Foyer 20th September – additional £4
Councillor Macklin advised that the hire charge is £14 per hour and not £12 as previously paid in September. It was agreed that a donation of £4 be given to cover the September shortfall.
 - (iii) BPT membership renewal fee - £15 and donation £5
The Clerk advised that the membership renewal fee had been reduced to £15 because it was late being processed. It was agreed that a donation of £5 be made to reflect the usual £20 annual renewal fee.
- f) Budget preparation – items for consideration
Councillor Macklin asked Councillors to identify to the Clerk any new items that they

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would wish to see included in the draft budget for 2023/24. This will be discussed at the January meeting.

Councillor Macklin advised that the Clerk had suggested the purchase of a basic pay as you go phone. This phone number would be used on the website and noticeboards instead of the Clerk's home number and could then be passed on to the next clerk.

It was agreed that the Clerk should investigate options and costs and that it should be possible to proceed with a purchase within this financial year.

g) Bank Account

Clerk to provide an update

Councillors Jones and Jarai now have access to online banking on the new account, whilst Councillor Chorley is in the process of submitting an application.

The Clerk only has paper based admin access and will contact the bank regarding progress with the online access application.

h) Revised Charlcombe Parish Council Document Publication Scheme for approval

The Document Publication Scheme was approved and will be added to the website.

9. Correspondence Received

a) Bathscape Meadows Restoration project

The Clerk reported that Rob Stephens, the Meadows Restoration lead for Bathscape is looking to identify small landowners who would be interested in finding out about creating areas of wildflower meadows on their land.

The details are on the website and the Clerk will send them to Councillors, who can forward them to any interested residents.

It was agreed that a speaker from the Bathscape project might be appropriate for the Annual Parish Meeting in 2023.

b) Clean and Green action week – 5th – 9th December

No specific items for action were identified for this Clean and Green week, which is set aside for priority work within Bathavon North.

c) Charlcombe Parish Council listing on Google

A previous chair of the council had advised the Clerk that the results of a Google search for Charlcombe Parish Council showed a photo of his home together with address and phone number.

The Clerk requested that these details be changed, and these have now been made by Google.

d) 22/03125/COND - Parcel 9749, Colliers Lane, Charlcombe, Bath - Discharge of conditions 2 and 3 of application 21/05186/FUL (Erection replacement agricultural building.)

A member of the public has contacted the Parish Council to suggest that work has started at the site without approval.

The details of the work is not clear and the Clerk is to advise the correspondent that the appropriate course of action is to contact B&NES Planning Enforcement.

10.2023 Election of Parish Councillors Contingency Planning

a) Cllr Rippin to provide an update

Councillor Macklin advised that there would be vacancies on the Parish Council at the time of the May elections and that she could provide more information about the role to anyone who has an interest.

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Two potential councillors attended the meeting but if their interest was not pursued, and no other potential councillors were identified, the need for a recruitment exercise would be considered at the next meeting.

11. Ward Councillor Empowerment Fund Grant – Charlcombe Steps

- a) Clerk to provide an update

The Clerk has not yet received a reply to the request for an invoice from B&NES.

12. Replacement of Noticeboards

- a) Clerk to provide an update

The order has been placed with Earth Anchors for 3 noticeboards and the expected delivery date is mid-December. The Cotswold Voluntary Wardens have offered to install the noticeboards and this work is likely to take place early in the New Year.

13. Consultation on Draft Local Plan Partial Update

- a) Cllr Ripplin to provide an update

Councillor Rippon advised that this had been the subject of discussion at a recent BPT Environs meeting. It had been noted that B&NES proposed relaxation of the planning regulations to take the Lansdown P&R out of the Green Belt. The reason for this change was unclear and potentially could lead to infill development at the edge of Bath.

Cllr Macklin asked if Councillors had any other comments on the Local Plan Partial Update and nothing further was identified.

14. Development of the new Local Plan 2022 – 2042 including January Workshop

- a) Cllr Macklin to provide an update

Three places have been reserved for Charlcombe Parish Council at the parish councils' workshop. These will be allocated once the date, time and place of the workshop are known.

15. Cotswolds National Landscape Management Plan Consultation

- a) Cllr Macklin to provide an update

It was decided that the Parish Council would not respond to the consultation.

16. Parish Charter Refresh Survey

- a) Cllr Macklin to provide an update

Councillor Macklin advised that no second survey had been received and would provide Councillors with details when received.

17. Date for 2023 Annual Parish Meeting

The preferred date is Wednesday 17th May in Langridge Village Hall. The Clerk to confirm availability.

18. External Meetings

- a) BPT Environs Committee – Cllrs Chorley and Ripplin – 4th October at 12.30pm

Councillor Rippon reported that the Head of Planning Enforcement had provided a useful insight into planning enforcement within B&NES, including the financial and staffing constraints.

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- b) Bathavon Area Forum –Cllr Jarai – 5th October at 6pm
Councillor Jarai reported that the subjects covered included the Community Wellbeing Hub and provision of Warm Spaces in B&NES.
- c) B&NES ALCA AGM – Cllr Macklin – 8th October online at 10.30am
Councillor Macklin reported that there had been an interesting presentation from Peter Insole of Bristol City Council on the use of the digital mapping tool ‘Know Your Place’.
- d) CPRE AGM – 20th October in Bath at 3pm
No one had attended this meeting.
- e) BPT Environs Committee – Cllrs Chorley and Rippin – 15th November at 12.30pm
- f) Parish Liaison Mtg – Cllr Chorley – 16th November in Keynsham at 6.30pm

19.AOB

Councillor Macklin reported that the Parish Council had been contacted regarding concerns that work was taking place on the derelict barns on land owned by Mr G Thomas. It had been suggested that water and electricity had been laid on and that doors and windows were being installed.

It was unclear if there were any restrictions to development of this barn and the Clerk would bring this to the attention of B&NES Planning Team.

20. Proposed Dates for next Meetings

Tuesday 10 January 2023 CPC Meeting St Stephens, Lansdown Road

Tuesday 14 March 2023 CPC Meeting (Langridge and Lansdown Village Hall)

Tuesday 9 May 2023 CPC Annual Meeting and then Ordinary Meeting
(Langridge and Lansdown Village Hall)

Tuesday 11 July 2023 CPC Meeting (Langridge and Lansdown Village Hall)

Mrs R Kerr
Clerk to Charlcombe Parish Council
17th November 2022

Signed

(Chair)

Date