

CHARLCOMBE PARISH COUNCIL

NOTICE AND AGENDA

for the Charlcombe Parish Council Annual Meeting

to be held at 7pm on Tuesday 9th May 2023

in The Lansdown and Langridge Village Hall, Lansdown Road, Bath BA1 9BT

1. Election of the Chair

2. Election of the Vice-Chair

3. Apologies for Absence

4. Election Result and Co-option

Councillor Macklin to provide an update.

5. Minutes of last Annual Parish Council Meeting on 10th May 2022

6. Review and Adoption of Standing Orders and Financial Regulations

Clerk to provide an update.

7. Review of Inventory of Assets

Clerk to provide an update.

8. Review and Renewal of Insurance Cover

Clerk to provide an update.

9. Review of Appointments to HR Committee

Councillor Macklin to provide an update.

10. Review of Council's Representation at External Meetings

Councillor Macklin to provide an update.

- a) Avon Local Council Association
- b) Bath Preservation Trust Environs Committee
- c) Bathavon Area Forum
- d) Parish Liaison Meeting

11. Confirm receipt of Meeting Summonses by e-mail

Clerk to provide an update.

12. Chair's Annual Report

13. Vote of Thanks to Retiring Councillors

Councillor Macklin to provide an update.

14. Declarations of Interest

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

15. Urgent Business

To announce any items of business not included in the agenda to be agreed by the Chair.

16. 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.

17. Minutes of the Last Parish Council Meeting held on 14th March 2023

18. Ways of Working

Cllr Macklin to provide an update.

- a) Planning Application Review Teams
- b) Allocation of Parish Council Areas
- c) Allocation of Noticeboards

19. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 23/00248/FUL - The Lake House, Lansdown Road - Erection of a greenhouse (4m x 3m) in the paddock area, re-locate 6 existing raised vegetable beds and an existing fruit growing area – Observations - Permit
- (ii) 22/02456/FUL - Crossleaze Farm Woolley Lane Charlcombe – Provision of photovoltaic array – Support – Permit
- (iii) 22/04954/TEL Street Record Langridge Lane Langridge - Installation of a 20m high Phase 7 monopole with a wraparound cabinet at its base to support 12No. antenna apertures and 2No. 600mm transmission dishes, along with 6No Equipment cabinets and development ancillary thereto – Support with observations – Approved
- (iv) 20/00332/FUL – Vodaphone Mast, Colliers Lane – Retention of the existing temporary mast and associated apparatus for a period of 2 years – Object

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.- Decision - Withdrawn

b) Awaiting Decisions of the Local Planning Authority

- (i) 22/04594/LBA and 22//04593/FUL - Court Farm Langridge Lane Langridge - Internal and external alterations to include loft conversion, demolition of free standing chicken shed and single storey rear flat roof extension and construction of a summer room in similar location – Support
- (ii) 23/00664/FUL - Lake View, Lansdown Road - Erection of garden studio and replacement of an existing timber pavilion – No objection
- (iii) 23/00823/CLEU - School House Langridge Lane - Erection of a replacement dwelling (Certificate of Lawfulness for an Existing Use) - Support
- (iv) 23/00893/FUL - Field Corner Deadmill Lane, Lower Swainswick - Erection of 2 detached dwellings (resubmission) - Object
- (v) 23/00894/FUL - Court Mead Langridge Lane Langridge - Construction of side extension to existing bungalow - Object
- (vi) 23/00895/FUL - Waterworks Cottage Charlcombe Way - Erection of two detached dwellings – Object
- (vii) 23/01206/FUL – The Crate 5 High Street, Woolley - Erection of single storey wet room - Support

c) Applications for Planning Approval for Consideration
None.

d) Appeals against the Decision of the Local Planning Authority
None.

e) Enforcement Issues

- (i) 22/00459/NONCOM - Parcel 9749 Colliers Lane Charlcombe - Works Commencing On Site Before Condition Discharged

f) Works to Trees

- (i) 23/01286/TCA – The Old Rectory, Charlcombe Lane – Fell two pines and a cypress - Observations

20. Highways and Footpaths

- a) Footpath Report from Cotswold Voluntary Parish Warden
- b) Permissive Path Closure BA5/9 – BA5/11
Clerk to provide an update.
- c) Lansdown Lane/Lansdown Road Junction
Cllr Bravin to provide an update.
- d) Charlcombe Lane Closure – 10th May
Clerk to provide an update.

21. Finance and Governance

- a) Financial Report
Clerk to provide an update.
- b) Approval of Expenses
 - (i) ALCA Annual Subscription- £1113.99
 - (ii) CPRE Annual Membership - £45
 - (iii) Zurich Insurance - £214
 - (iv) Clerk's Salary and HMRC Tax (April, May and June)
 - (v) Internal Audit Fee - £44.20
 - (vi) SLCC Website Accessibility Training - £60
 - (vii) Hire of Lansdown and Langridge Village Hall 9th and 17th May - £14/hr
 - (viii) Printing costs for Annual Meeting Flyers - £21
 - (ix) IOC Payment – estimated £40
- c) Receipt of Precept 2023/24
- d) External Audit – Annual Governance Statement (Section 1)
- e) External Audit – Annual Accounting Statement (Section 2)
- f) External Audit – Resolution to Certify Exemption
- g) Internal Audit Report
- h) Receipts and Payments Record Book
Clerk to provide an update.

22. Bank Accounts and Signatories

- a) Councillor Macklin to provide an update.

23. Correspondence Received

- a) Demand Responsive Transport
Clerk to provide an update.
- b) Toad Rescue 2023
Clerk to provide an update.
- c) Larkhall Football Club – Pitch Changes
Councillor Macklin to provide an update.

24. Noticeboards

- a) Decision on items to display

25. Annual Parish Meeting Wednesday 17th May 2023

- a) Cllr Macklin to provide an update

26. Dates for September, November and January Meetings

- a) Cllr Macklin to provide an update.

27. External Meetings

- a) Parish Liaison Mtg – Cllr Chorley – 15 March at 6.00pm
- b) BPT Environs Committee – Cllr Rippin – 16 March at 12.30pm
- c) Bathavon Area Forum – TBC- 14 June at 6.00pm at St Andrew's Church, Foxhill

28. AOB

29. Proposed Dates for next Meetings

Tuesday 11 July 2023 CPC Meeting (Langridge and Lansdown Village Hall)
Tuesday 5 September 2023 CPC Meeting (Langridge and Lansdown Village Hall) - TBC
Tuesday 7 November 2023 CPC Meeting (St Stephens Foyer) – TBC
Tuesday 9 or 16 January 2024 CPC Meeting (St Stephens Foyer) – TBC
Tuesday 12 March 2024 CPC Meeting (St Stephens Foyer) – TBC
Tuesday 14 May 2024 CPC Annual Meeting (Langridge and Lansdown Village Hall)

Mrs R Kerr
Clerk to Charlcombe Parish Council
2 May 2023