

CHARLCOMBE PARISH COUNCIL

Minutes

of Parish Council Meeting held
on Tuesday 14th March 2023 at 7.30pm
in The Lansdown and Langridge Village Hall, Lansdown Road, Bath BA1 9BT

Present:

Councillors Macklin, Bravin, Chorley, Howard, Jarai, Jones and Rippin
Parish Voluntary Cotswold Warden Mr K Weller
Clerk Mrs Kerr

1. Apologies for Absence

None.

2. Declarations of Interest

Councillor Bravin declared an interest in Planning Application 23/00894/FUL – Court Mead, Langridge Lane.

3. Urgent Business

None

4. Items from the Public

Mr Paul Rankin, Chairman of Larkhall Football Club, spoke to the Council about the club's need to raise about £500k to replace the pitch playing surfaces so that the youth, women's, and men's teams could all train and play at the club's ground at Plain Ham. A CIL application has been submitted to B&NES and funding is also being sought from the Football Foundation.

Mr Rankin explained that the vision was to create a community hub based at Larkhall Football Club. The club owns the site and clubhouse and is currently a company limited by guarantee with the directors as the trustees. In future the aim is to become a not-for-profit charitable trust.

Ideas for the future include upgrading to LED footlights, creating a new entrance to the top field and potentially improving the stadium using Football Stadium Improvement funding.

Mr Rankin invited the Parish Council to visit the club and thanked them for their interest and support.

Mr Marc Radley, from Court Mead, spoke to the Council about his plans for the property. He is seeking to improve the property so that it is suitable for his long-term needs and in a way that is sympathetic to the setting. The architect being used worked on the Court Farm changes and Mr Radley had sought pre-application advice.

Councillor Jones noted that the design featured a significant amount of wood, whilst the surrounding buildings are built of stone. Mr Radley advised that the intention was to use as much of the stone on site as possible and would look at the amount of added wood.

5. Minutes of the Last Meeting held on 10th January 2023

Councillor Macklin, as Chair, signed the minutes of the meeting held on 10th January 2023.

Signed

Chair

329

Date

6. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 22/03302/FUL - Agricultural Buildings North of The Grange, Charlcombe Lane - Erection of a dwelling following demolition of existing dwelling – Object - Permit
- (ii) 22/04122/FUL – Waterworks Cottage, Charlcombe Way, Fairfield Park – Erection of two detached dwellings – Object - Refuse
- (iii) 22/05149/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 (Certificate of Lawfulness of Existing Use) – Support with observations - Lawful

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

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.

No response has been received from B&NES and the Clerk would now request an update.

- (ii) 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
- (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
- (iv) 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
- (v) 22/02456/FUL - Crossleaze Farm Woolley Lane Charlcombe - Crossleaze Farm Woolley Lane Charlcombe – Support
- (vi) 23/00664/FUL - Lake view, Lansdown Road - Erection of garden studio and replacement of an existing timber pavilion – No objection with observations

c) Applications for Planning Approval for Consideration

- (i) 23/00894/FUL – Court Mead, Langridge Lane, Langridge - Construction of side extension to existing bungalow

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 - Dismissed
- (ii) 22/01538/FUL - Landscaped Verge West of Valley View Close - Erection of a single storey stepped bungalow - Object – Refused – Appeal Allowed.

Signed

Chair

330

Date

e) Enforcement Issues

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

f) Works to Trees

- (i) 23/00135/TCA – St Marys Church – Various work on four trees - Oak, Yew, Holly, and Lawson Cypress – Support – No Objection
(ii) 23/00356/TCA - Dale Cottage Charlcombe Lane - Fell a row of 5 Cypress trees that have long outgrown their position – Observations – No Objection

g) B&NES Consultation on changes to Local List of Planning Application Requirements)

Cllr Macklin to provide an update

Councillor Macklin noted that comments need to be submitted by Friday 17th March. The Clerk would circulate the consultation details to the Councillors to aid the response process.

h) Changes to planning applications after Parish Council comments submitted
Cllr Chorley to provide an update

Councillor Chorley noted that there had been occasions when further documents had been added to planning applications after the Parish Council had submitted comments. Sometimes the additional documents addressed concerns that the Parish Council had raised and therefore a mechanism should exist to enable the Parish Council to submit updated comments acknowledging these positive changes.

The Clerk uses the tracking facility on the planning website, which provides notification of changes to applications, including after the consultation deadline has passed. Tracking will be kept active and any updates will be forwarded to the Councillors, who will determine if further Parish Council comments need to be submitted.

7. Highways and Footpaths

a) TRO 21-033 – 20 and 30mph on various roads Langridge and Tadwick

(i) Progress on implementation

The signage work required for this scheme was installed by the B&NES contractor in the last week of February.

Councillors were very concerned to then receive information on 7th March from Kelly Huggins, an engineer in B&NES Highways and Traffic, informing the Parish Council that some of the newly installed speed restriction signs in the vicinity have been vandalised.

Councillors hoped that nothing similar would occur in Charlcombe as not only would this result in considerable cost for replacement signs, the safety of drivers and residents could be jeopardised too.

(ii) Request for waist height speed sign panels to mark coming into a more residential area

A request had been received from a resident suggesting that the Parish Council fund the installation of waist height speed limit panels on Langridge Lane. This was discussed and Councillors concluded that, as the speed

Signed

Chair

331

Date

restriction signs have only recently been installed, the Parish Council should wait and see how effective this measure is before committing to any further signage which would be costly. Some of the Councillors also expressed concern that the verges on the narrow roads need to be kept as free as possible from any potential obstacles.
The situation would be kept under review.

- b) Footpath Report from Cotswold Voluntary Parish Warden
Parish Cotswold Voluntary Warden Weller advised that work had recently taken place to clear some of the vegetation obscuring the view from the bench just up from Woolley. It is planned to do more work there in October.
All of the footpaths are in good condition and require little work at present.
- c) Potential sites for an additional bench
Cllrs Chorley and Howard to provide an update.

A number of potential sites have been identified but the landowners have raised concerns about their properties being overlooked and the potential for increased litter within the vicinity of the bench. It was agreed to discuss this matter again later in the year.

- d) Lansdown Lane/Lansdown Road Junction
Cllr Bravin to provide an update

Councillor Bravin advised that a request for an urgent safety assessment at this junction had been sent to the B&NES Highways and Traffic department in February. The request had been copied to the local Bath Ward Councillors, the Bathavon North Ward Councillors and Wera Hobhouse MP.

In response, Wera Hobhouse had obtained the following statement from B&NES:

'An assessment of the Lansdown Lane/ Lansdown Road junction is included in the Councils 2023/24 Transport Improvement Programme. The assessment will identify options for speed reduction measures and potential safety improvements, the timescale for delivery will be dependent on the scale of the proposal and future funding opportunities. Changes in speed limits and signage could be introduced in 2023/24, more significant interventions would need to be considered in future works programmes'.

8. Finance and Governance

- a) Financial Report
The Receipts and Payments account had been presented by email and was noted.
- b) CIL Payment in respect of 15/00638/FUL The Grange Charlcombe Lane
The Clerk confirmed that the £295.31CIL payment had been received from B&NES.
- c) Precept 2023/24
The Clerk confirmed that B&NES had acknowledged receipt of the Precept form.
- d) Section 137 (LGA 1972) limit for 2023/24.
The Clerk advised that the 2023/24 Section 137 limit is £9.93 per elector and this relates to expenditure by the parish council to improve services and facilities, where there is no other specific statutory power.

Signed

Chair

332

Date

- e) Approval of Expenses
 - (i) Clerk's Salary and HMRC Tax (February and March)
These payments were approved. The Clerk will set up the salary element of the payments using the online account for authorising Councillors to approve.
 - (ii) Clerk's Expenses 2022/23
£62.02 as listed in the Finance report
 - (iii) Postcrete for Noticeboard installation - £25.60
 - (iv) Hire of Lansdown and Langridge Village Hall 14th March
At a rate of £12 per/hr.
- f) Annual Review of the Risk Assessment
As part of the annual review, the Clerk had identified a need for training on website accessibility procedures. It was agreed that the Clerk could book a place on the Society of Local Council Clerks training at a cost of £50 plus VAT.
- g) Potential uses of CIL payments
This will be discussed after the Annual Parish Meeting.
- h) Bank Account Signatories
It was agreed that Councillor Bravin would be added as a signatory on both of the Parish Council bank accounts and the Clerk would obtain the necessary forms. As this process could take time, it was identified that Councillor Chorley needed to use the online bank account, in order to ensure that the Parish Council had sufficient Councillors to approve payments at the start of the next financial year.
Councillor Chorley will pass on to the Clerk the new chequebook he holds. It was agreed that the Clerk would now be added as the administrator for the chequebook account so that chequebooks will go directly to the Clerk in future.

9. Correspondence Received

- a) Invitation to Police and Crime Commissioner Councillor Forum on 22nd February
The Parish Council had not been represented at this meeting.
- b) Avon and Somerset Neighbourhood Watch Association
Correspondence had been received from Mr Frank Simonds who is the interim Chair of Avon and Somerset Watch. This is the coordinating group for local Neighbourhood Watch groups.
There are currently no Neighbourhood Watch groups in Charlcombe. Councillor Rippin identified that residents made use of local WhatsApp groups to share information. Councillor Macklin commented that although this was a good way of communicating, it missed out on the Police alerts and beat information that went to Neighbourhood Watch groups.

10. Replacement of Noticeboards

- a) Cllrs Macklin and Bravin to provide updates
Councillor Macklin expressed her thanks to all those involved in selecting, purchasing, and installing the new noticeboards, with especial thanks to Cotswold Warden Weller and his team. Pictures of the noticeboards are now on the website.
Councillor Macklin asked the Councillors responsible for the noticeboards to agree what information should be displayed in all of the Parish Council noticeboards.

Signed

Chair

333

Date

11. Election Briefing for Parish Councils

- a) Online election briefing 26th January 2023

Cllr Macklin to provide an update.

Councillor Macklin provided a summary of the B&NES election briefing in January and the candidate briefing that had been held earlier that evening.

Councillors who wish to stand for re-election must ensure their completed nomination papers are taken to the Brunswick Room in the Guildhall between Tuesday 21st March and 4pm on Tuesday 4th April.

The result of an uncontested election is published on 5th April.

Polling Day is on 4th May and the result is published on 5th May.

If there is a contested election, the Parish Council meeting scheduled for Tuesday 9th May will need to be re-arranged in order to give sufficient notice to those attending.

- b) Election notices

Clerk to provide an update

The Clerk provided copies to councillors of the official election notices which need to be displayed in the Noticeboards on Monday 20th March. Details will also be added to the website.

12. Reports from Local Plan 2022 – 2042 Workshops

- a) Cllr Bravin to provide an update

Councillor Bravin noted that the report from the Rural Environs workshop listed the topics identified by groups at the workshop. The B&NES team would develop options, which would be sent out for further consultation.

13. Annual Parish Meeting Wednesday 17th May 2023

- a) Cllr Macklin to provide an update.

Councillor Macklin proposed that the same format be used as in 2022. A number of potential speakers were suggested and Councillor Macklin asked that further ideas be sent to her, to enable the speakers to be booked.

The Clerk would arrange for the meeting flyers to be printed, which would be delivered by the Councillors.

14. External Meetings

- a) BPT Environs Committee – Cllr Rippin and Chorley – 17th January at 12.30pm
Councillor Rippin reported on several planning issues discussed at the meeting.

- b) BANES ALCA – Cllr Macklin – 1 February at 7.30pm via zoom

Councillor Macklin advised that Deborah White, Chief Officer of ALCA is retiring and work is on-going to appoint a new Chief Officer.

- c) Bathavon Area Forum –Cllr Jarai – 8 March 2023 at 6pm

Councillor Jarai reported on a presentation about the on-demand rural bus service which is being introduced later in the year. The scheme will allow users to book a ride on a 16-seater minibus, which will take them to a transport hub where they can transfer to a regular bus service. It was unclear whether a bus pass could be used on this service.

Disabled users will be able to book a door-to-door ride as now.

- d) Parish Liaison Mtg – Cllr Chorley – 15 March at 6.00pm

Signed

Chair

334

Date

15.AOB

- a) Councillor Bravin reported that following a request via Fix My Street for the provision of a grit bin on Langridge Lane, she had been advised that the lane was not steep enough to meet the criteria for a B&NES grit bin.
- b) Councillor Macklin proposed that a donation should be made to the Cotswold Voluntary Wardens and to the Larkhall Football Club. Councillors agreed that £250 should be given to each organisation.

16. Proposed Dates for next Meetings

Tuesday 9 May 2023 CPC Annual Meeting and then Ordinary Meeting
(Langridge and Lansdown Village Hall) – if election is uncontested.

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

Tuesday 12 September 2023 CPC Meeting (Langridge and Lansdown Village Hall)

Tuesday 14 November 2023 CPC Meeting (St Stephens Foyer)

Mrs R Kerr
Clerk to Charlcombe Parish Council
24th March 2023