

CHARLCOMBE PARISH COUNCIL

DRAFT MINUTES

of the Charlcombe Parish Council Meeting
held at 7pm on Tuesday 31st October 2023
in The Foyer, St Stephens Church, Lansdown Road, Bath BA1 5SX

Present:

Councillors Macklin, Bravin, Chorley, Jones, MacIntyre, Nash and Rippin
Ward Councillor Warren
Cotswold Voluntary Warden Weller
Clerk Mrs Kerr
Member of the public attending by invitation of Councillor Macklin – Mr P Rankin

1. Apologies for Absence

None

2. Declarations of Interest

Councillor Bravin advised that her previous declarations of interest in Planning Application 23/02761/FUL – Court Mead, Langridge Lane and in Enforcement Issue 22/00500/UNDEV – Charlcombe Grove Farm, remained.

Councillor Macklin reminded Councillors that if they were uncertain about whether a Declaration of Interest applied to a matter being considered by the Parish Council, then they should raise this either with the Chair or at a meeting, whichever is appropriate, so that advice could be given.

3. Urgent Business

None

4. Items from the Public

None

5. Minutes of the Parish Council Meeting on 5th September 2023

Councillor Macklin, as Chair, signed the minutes of the 5th September 2023 meeting.

6. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 23/00975/FUL – Romans Lodge Farm, Lansdown Road – installation of shower and toilet facilities for exempted caravan and campsite – Support with observations – Permit
- (ii) 23/01707/FUL – Former Bath Deer Farm, Woolley Lane - Proposed new apex building extension for agricultural storage – Support – Permit

b) Awaiting Decisions of the Local Planning Authority

- (i) 23/01488/FUL - Larkhall Football Club Pavilion Plain Ham Valley View Road - Installation of upgraded LED floodlighting and change to hours of operation – Support

Signed

Chair

362

Date

- (ii) 23/02212/FUL - Land to North East of Lambridge Training Ground, London Road West - Erection of a 2,283sqm ground (and part-first floor plant area) retail food store (Use Class E), with associated car parking, landscaping and pedestrian/vehicular access – Objections – listed for information.
- (iii) 23/02780/FUL - Charlcombe Lodge, Colliers Lane, BA1 8DW - Erection of attached annex and single storey side link extension, following demolition of existing annex and garage – Objections

Councillor Jones had alerted Councillors to a proposed change to the building materials, which had been made after the consultation period had ended. The change was such that Charlcombe Parish Council was now able to Support the revised application. Updated comments reflecting this were submitted on 30th October.

- (iv) 23/02761/FUL – Court Mead, Langridge Lane – erection of dwelling after demolition of existing bungalow – Objections
- (v) 23/03420/FUL – Charlcombe Grange, Charlcombe Lane – replacement of existing shed – No objection
- (vi) 23/02958/VAR – Waterworks Cottage, Charlcombe Way – variation of conditions 5, 7, 9 and 15 re. 23/00895/FUL – listed for information only. This is going to the Planning Committee on 15th November.

c) Applications for Planning Approval for Consideration

Councillor Macklin noted that some issues had recently occurred with the process for drafting responses to planning applications and asked councillors if they would find it easier to work in teams of two rather than three.

After discussion it was agreed to continue with the two-team process, with the understanding that if a team was overwhelmed, then the other team could help out and the Chair is always available to assist.

It was agreed that if a team could not agree on a draft response, then the differing versions, be that two or three, should be made available via the Clerk for all Councillors to consider.

- (i) 23/03318/FUL – The Crate, 5 High Street, Woolley - Change of use from a granny annexe to a separate dwelling unit
Following a discussion of the application, a majority of Councillors voted to Support the application. The Clerk will ask for this late response to be taken into consideration by the Planning Officer.
- (ii) 23/03685/VAR - Parcel 9749 Colliers Lane Charlcombe - Variation of condition 2 (Ecological Mitigation and Enhancement Scheme (Pre-commencement)) of application 21/05186/FUL (Erection replacement agricultural building)
All Councillors confirmed their Support to this application. The Clerk will ask for this late response to be taken into consideration by the Planning Officer.
- (iii) 23/03747/FUL – Court Farm, Langridge Lane - Refurbishment of outbuilding to use as studio/workspace
- (iv) 23/03748/LBA - Court Farm, Langridge Lane - Internal and external alterations to refurbish outbuilding to enable use as studio/workspace

Signed

Chair

363

Date

Following a discussion of the lack of detail within the application, it was determined that the overall position of the Parish Council was to Object until these points were addressed.

- (v) 23/03833/VAR - Larkhall Football Club Pavilion Plain Ham Valley View Road – Variation of Conditions 2, 3, 5,6 and 7 of 22/03483/FUL

Comments in Support of this application had been submitted on 30th October.

A pre-application notice regarding an upgrade to one of the masts at the Larkhall site had recently been received from Cornerstone. The Parish Council will comment on the proposals once a planning application is submitted.

- 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

It was noted that the recent planning application 23/03685/VAR relates to work on this site.

- (ii) 22/00500/UNDEV - Charlcombe Grove Farm - Possible unauthorised creation of a dwelling

The Planning Enforcement Officer has informed the Parish Council that the owner has not submitted a CLEU application within the agreed timescales. A formal enforcement notice is being considered.

- f) Works to Trees
None

7. Highways and Footpaths

- a) Lansdown Lane/Lansdown Road Junction

A TRO 23-019 has been issued, proposing the introduction of a new 40mph speed limit, starting from before the village hall on Lansdown Road and also on the top section of Lansdown Lane.

The Parish Council has submitted comments supporting the TRO but had commented that extra measures might still be needed.

- b) Langridge and Swainswick 20/30mph Speed Limit

Councillor Nash reported that drivers were still going far too fast in the built-up areas of Upper Langridge, having no consideration to joining traffic, pedestrians, or cyclists. The new 20mph signs are small and not that visible. He suggested that signs stating the vehicle was entering a residential area might be a useful addition. It was noted that there was the potential to use some CIL funding for extra signs.

Some residents would like to see 'village gates' installed but experience from other areas of the parish suggested these would not last long.

Signed

Chair

364

Date

Councillor Chorley noted that speeding traffic on rural lanes was a parish-wide issue and low traffic neighbourhoods (LTNs) might be the answer. Implementing LTNs needed support and, crucially, funding from B&NES.

It was agreed that Councillors Bravin, Nash and Rippin would form a working group to investigate options. Ward Councillor Warren offered to assist with linking the working group to the right contacts in B&NES.

c) Overgrown vegetation on Charlcombe Lane

Councillor Chorley advised that the vegetation had now been cut back.

d) Fly tipping in Woolley

Councillor MacIntyre advised that the materials by the roadside had now gone and no further incidences had occurred.

e) Footpaths

Recent correspondence from a resident, concerning the footpaths at Bath Racecourse was discussed. Cotswold Warden Weller provided Councillors with an overview of the changes made to the footpaths since the Planning Inspectorate decision in September 2021 and of ongoing work by the Cotswold Wardens to improve the signposting to assist walkers.

Councillor Macklin would review the correspondence and determine how the Parish Council would follow this up.

8. Finance and Governance

a) Financial Report

The Financial Report and Q2 position had been circulated by email prior to the meeting. Councillor Nash questioned the website hosting costs, which although covering 3 years appeared high. Councillor Nash offered to investigate alternative providers.

b) Precept Receipt

The Clerk confirmed receipt of £2500 from B&NES, which was the second half of the precept.

c) Budget items 2024/25

The Clerk advised that the budget for 2024/25 would be presented at the January meeting, to enable the Precept to be set. Councillors were asked to advise the Clerk by 31st December of any new items for the budget.

d) Approval of Expenses

(i) Hire of St Stephens Foyer - £15/hr

(ii) Clerk's Salary and HMRC Tax (October, November, December)

These were approved.

e) Bank Account Signatories

The Clerk advised that Councillor Nash was now an online approver along with Councillors Jones and Bravin. Councillor Chorley would remain as a cheque signatory.

Councillors Jones and Bravin had taken the action required to remove retired Councillor Jarai as a signatory.

Signed

Chair

365

Date

f) Old Parish Council Records

Councillor Bravin provided the receipt for depositing the early parish council meeting minutes at the Bath Records Office.

Councillor Chorley confirmed he holds some more recent records and would also deposit them at the Records Office.

g) Website Accessibility Training

The Clerk reported on a recent SLCC training, which had covered the legal framework and accessibility requirements in terms of website structure and content. The course provided various tools to enable the Clerk to run checks of the Parish Council website accessibility but was concerned that there might be a lack of skills to address them. The Website Accessibility Statement will also need updating to reflect the outcomes. The Clerk will report back on progress at the January meeting.

9. Potential uses of CIL receipts

a) Installation of additional benches

Councillors Chorley and Jones had identified a number of potential sites for benches and would report back at the next meeting.

b) Promotion of defibrillator provision

Councillor Rippin was still looking at potential sites and would report back at the next meeting.

10. Annual Parish Meeting 2024

Councillor Macklin confirmed that the Annual Parish Meeting in 2024 would take place at 7pm on Tuesday 14th May, prior to the Annual Parish Council meeting. It was agreed not to print flyers and to publicise the meeting via the website and noticeboards.

11. Feedback from ALCA AGM

Councillor Macklin had circulated a presentation from Frampton Cottrell Parish Council giving details of events and practical actions they had taken as part of their Climate and Nature Plan.

Councillor Macklin suggested that the Parish Council should consider if there was something in the presentation that might be applicable locally. It was observed that the lack of parish council land might be a limiting factor.

The notes from the recent Parish Liaison meeting also included links to information on nature plans and bee and woodland projects.

Councillor Macklin encouraged Councillors to look at the presentations and identify potential ideas to follow up within the parish.

12. Local Plan 2022 – 2042 Workshops and Surveys

a) Parish Council Representation

- Bath area workshop – 11th September 16.30 – 19.00 at Bath Cricket Club
- Rural areas workshop – 26th September 16.30 – 19.00 in Keynsham

Councillor Macklin advised that none of the Councillors had been able to attend these workshops.

b) Parish Survey 2023

Signed

Chair

366

Date

Councillors discussed the draft response and it was agreed that improvements to internet connectivity and mobile signals, should be included as one of the three local priorities.

c) Rural Facilities Audit 2023

The Clerk confirmed that suggestions from Councillors had been included in the Parish Council online response submitted before the 20th October deadline.

13. Correspondence Received

a) Parish Information Pack

Each Councillor has an electronic copy for this guidance from B&NES on how to address concerns raised by residents.

b) Farming in Protected Landscape – project grants

Details of this Cotswold National Landscape scheme, which provides grants for projects has been added to the website and shared with Councillors to pass on to others.

c) Live Well Postcards

Copies of the postcards detailing this B&NES support service are available to go in noticeboards.

d) Cotswolds National Landscape – Climate Change Workshop invitations

There three online workshops during November separately covering Energy Use, Food and Drink and Transport had been notified to Councillors.

14. External Meetings

a) ALCA BANES Group Mtg – Cllr Macklin – 11th September – online at 7.30pm
Apologies had been sent.

b) BPT Environs Committee – Cllr Rippin – 20th September at 12.30pm in Corston Village Hall
Councillor Rippin gave a short update.

c) Bathavon Area Forum – Cllr Bravin – 25th September at 6.30pm
This had been cancelled due to a review of the purpose and aims of the Forum.

d) ALCA AGM – Cllr Macklin – 7th October – online at 10.30am
See item 11 for Councillor Macklin's report.

e) Parish Liaison Mtg – Cllr Chorley – 18th October at 6.30pm in the Keynsham Community Space
The B&NES report from this meeting had been circulated to all Councillors.

f) BPT Environs Committee – Cllr Rippin – 21st November, online at 12.30pm

g) BANES ALCA Group Meeting – Cllr Macklin – 23rd January, online at 7.30pm

h) Parish Liaison Mtg – Cllr Chorley - 28th February at 6.30pm – location TBC

15. AOB

a) Councillor Macklin reminded Councillors of the Green Energy initiatives and workshops which had been shared recently by B&NES.

b) The Clerk suggested the following dates for meetings through to the end of 2024.

Tuesday 9 July 2024 CPC Meeting (Langridge and Lansdown Village Hall)

Tuesday 10 September CPC Meeting (Langridge and Lansdown Village Hall)

Tuesday 12 November CPC Meeting (St Stephens Church Foyer)

Signed

Chair

367

Date

The dates for these meetings will be confirmed at the January meeting.

16. Dates for next Meetings

Tuesday 16 January 2024 CPC Meeting (St Stephens Foyer)

Tuesday 12 March 2024 CPC Meeting (St Stephens Foyer)

Tuesday 14 May 2024 CPC Annual Meeting (Langridge and Lansdown Village Hall)

**Mrs R Kerr
Clerk to Charlcombe Parish Council
6 November 2023**

Signed

Chair

368

Date