

CHARLCOMBE PARISH COUNCIL

MINUTES

of the Charlcombe Parish Council Meeting
held at 7pm on Tuesday 5th September 2023

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

Present:

Councillors Macklin, Bravin, Jones, MacIntyre and Rippin

Clerk Mrs Kerr

One member of the public

1. Apologies for Absence

Councillors Chorley and Nash

Ward Councillors Guy and Warren

2. Declarations of Interest

Councillor Bravin declared an interest in Planning Application 23/02761/FUL – Court Mead, Langridge Lane and in Enforcement Issue 22/00500/UNDEV – Charlcombe Grove Farm.

3. Urgent Business

None

4. Items from the Public

Mr Marc Radley spoke to the Council about his plans (23/02761/FUL) for Court Mead. After obtaining permission for an extension to the current bungalow, his plans have evolved, and he is now seeking to demolish the building and build a four-bedroom house instead.

Mr Radley stated that the design would re-use some of the material on the site for instance in a passive stone wall. The aim was to be as sustainable as possible; the main elements would be factory constructed and the design featured a ground source heat pump which would be linked to solar panels.

Councillor Rippin noted that the building was slightly skewed from the current footprint, with the passive wall not being parallel to the current lines. Councillor Rippin also noted that the proposed design used more modern materials than the buildings around it.

Mr Radley confirmed that three walls were of wooden construction and the fourth metal cladding. The cladding would be in a style to reflect the agricultural setting rather than have an industrialised appearance. The design was yet to be finalised, but he envisaged some softening (cut-outs) to the metal cladding to reflect the vegetation on site.

Councillor Macklin thanked Mr Radley for coming to speak to Councillors about the planning application. Mr Radley stressed that a lot of thought had gone into the design of this energy efficient building and that if Councillors had any further questions about the application, to contact him.

5. Minutes of the Parish Council Meeting on 11th July 2023

Councillor Macklin, as Chair, signed the minutes of the meeting held on 11th July 2023.

Signed

Chair

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Date

6. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 23/00895/FUL - Waterworks Cottage Charlcombe Way – Erection of two detached dwellings – Object - Permit

b) Awaiting 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
- (ii) 23/01707/FUL – Former Bath Deer Farm, Woolley Lane - Proposed new apex building extension for agricultural storage – Support
- (iii) 23/01488/FUL - Larkhall Football Club Pavilion Plain Ham Valley View Road - Installation of upgraded LED floodlighting and change to hours of operation – Support

It was noted that all three of these applications had Ecology observations recorded, relating to the potential impact of external lighting on bats.

- (iv) 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
- (v) 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

c) Applications for Planning Approval for Consideration

- (i) 23/02761/FUL – Court Mead, Langridge Lane – erection of dwelling after demolition of existing bungalow

The Clerk reported that the deadline for submitting comments on this planning application was 16th September.

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

The Clerk reported that the Planning Enforcement Office had advised that the applicant has been invited to submit a Section 73 application to deal with the issues relating to the planning conditions not being discharged.

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

The Clerk reported that the Planning Enforcement Office had recently advised that there had been a delay in the owner submitting a CLEU in relation to the dwelling. This was now due in September.

- f) Works to Trees
 - (i) 23/02395/TPO – Land west of Weston All Saints Primary School – Excavation works within the Root Protection Area of a lime tree – Support - Consent

7. Highways and Footpaths

- a) Lansdown Lane/Lansdown Road Junction

Councillor Bravin advised that she had not received a response from Highways after the July request that the junction monitoring should not be solely done during the school holiday period.

It was agreed that the Clerk should request an update from Highways ahead of the next meeting, copying in recipients of the original request.
- b) Langridge and Swainswick 20/30mph Speed Limit

Councillor Macklin proposed that in the absence of Councillor Nash, this item be deferred to the next meeting.

Ward Councillor Warren had asked for the Parish Council's observations on the effectiveness of the new speed limits. The Clerk would invite Ward Councillor Warren to attend the next meeting when this matter would be discussed.
- c) Footpath Report from Cotswold Voluntary Parish Warden

An email report had been received from Keith Weller, the Charlcombe Cotswold Voluntary Parish Warden.

He reported that all of the footpaths are being walked regularly and that any issues were reported for follow-up by the Cotswold Wardens. Recent work has included cutting back vegetation on the BA5/32 path and work to waymark posts and clearing between the Sir Bevil Grenville's Monument and the Fire Services Building.

Further clearance on the sloping part of BA5/15 (from the top of Lansdown towards Woolley) is planned so that walkers do not use exactly the same line, thus creating a "trench".
- d) Charlcombe Footpath Maps

Two updated maps showing the current paths have been received from the B&NES PROW team. These have been added to the website and the Clerk would forward them to Councillors for information.
- e) Overgrown vegetation on Charlcombe Lane

On 20th August a resident had reported issues with overgrown vegetation causing difficulties for walkers who had to move into the verges to avoid vehicles. This had been reported to B&NES via Fix My Street on same day by Councillor Chorley.

An update on action taken to resolve the issues is awaited from Councillor Chorley.

8. HR Committee Report

Councillor Macklin confirmed that the Clerk's annual appraisal took place in August and that a new pay rate of £13 per hour had been agreed. The Clerk will monitor the time spent on the different aspects of the role throughout the next twelve months.

It was agreed that Councillor Rippin would remain on the HR Committee.

9. Finance and Governance

- a) Financial Report.

Signed

Chair

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Date

The Receipts and Payments account had been presented by email and was noted.

The Clerk advised that the year-end projection was for a surplus of £800.

b) Approval of Expenses

- (i) Hire of Lansdown and Langridge Village Hall 5th September - £14/hr
Approved for online payment.
- (ii) Clerk's Salary and HMRC Tax (August and September)
These payments were approved. The salary element would be via online payment and two cheques prepared for the tax payment.
Councillor Jones suggested that it should be possible to pay the tax element online and the Clerk would investigate this ahead of the next financial year.
- (iii) Clerk's Expenses – April – August - £81.04
Approved for online payment.
- (iv) Siteground Website Hosting for 2 years - £276.19 (prior approval by email)
Approved for online payment.

c) Internal Audit Report

The Clerk advised that the one outstanding matter relating to VAT had been resolved. A VAT claim for £691.55, covering the period from 1st August 2020 to 30th June 2023 was submitted in late July and the full amount credited to the bank account in early August.

The Clerk would submit annual VAT claims in future.

d) Bank Account Signatories

The Clerk stated that a new bank mandate has been completed to enable Councillor Nash to be added as a full signatory to the account. This had been sent to the bank in late August.

A recent text alert suggested that this had now been progressed by the bank and this will be checked by Councillors Bravin and Jones.

In the absence of Councillor Chorley, it was not known if he had ordered a new card reader.

e) Revised Charlcombe Parish Council Document Publication Scheme and Document Retention Policy for approval

The revised documents, containing minor changes, had been circulated to councillors by email. The revised documents were approved and would be added to the website.

f) Parish Council Old Records

Councillor Macklin had deposited a number of old documents with the Bath Records Office and provided the Clerk with the deposit reference. Councillor Bravin would now arrange to deposit the older minute books.

10. Potential uses of CIL receipts

a) Path alongside Lansdown Road

Councillor MacIntyre reported that Councillor Nash had received advice from B&NES, that there was no record of a path along the grass verge from the top of Langridge Lane towards the Charlcombe Inn.

This meant that instead of requesting reinstatement of the path, it would now involve the design and installation of a path to enable dual use by cyclists and walkers.

In discussion, it was suggested that the cost of this project could be significant and that it could potentially divert Highways funding away from the much needed

improvements to the Lansdown Lane/Road junction. It was concluded that this project was not one to pursue further.

b) Installation of additional benches

Councillor Jones reported that he and Councillor Chorley had yet to identify suitable sites for additional benches.

c) Promotion of defibrillator provision

Councillor Rippin identified that further investigation is needed on whether there is a requirement for a publicly accessible defibrillator and potential sites.

11. Correspondence Received

a) Grant request from Age UK (Bath & North East Somerset)

It was agreed not to give a grant to this organisation.

b) Westlink Bus Service

The Clerk advised that further details of the service have been added to the website.

c) Canal and Rivers Trust

The Clerk reported erroneous correspondence from the Canal and Rivers Trust concerning the emptying of dog poo bins by the canal in Bath. After being contacted a second time, the matter has been redirected to B&NES.

d) Guide to events on D-Day 80 – 6th June 2024

The Parish Council would not be holding an event to mark D-Day 80.

e) Invitation to Future Energy Landscapes webinar – 14th September

There had been no expression of interest in this event.

12. Local Plan 2022 – 2042 Workshops

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

The Clerk to submit apologies from Councillors for both meetings.

13. External Meetings

a) BPT Environs Committee – Cllr Rippin – 18th July online at 12.30pm

Councillor Rippon advised that the meeting had discussed the Dark Skies initiative and planning matters in the southern area.

b) Parish Liaison Mtg – Cllr Chorley – 19 July at 6.30pm – Community Space, Keynsham

No report.

c) ALCA BANES Group Mtg – Cllr Macklin – 11th September – online at 7.30pm

Councillor Macklin would submit apologies for this meeting.

d) BPT Environs Committee – Cllr Rippin – 20th September at 12.30pm in Corston Village Hall

e) Bathavon Area Forum – Cllr Bravin – 25th September at 6.30pm location TBC

f) ALCA AGM – Cllr Macklin – 7th October – online at 10.30am

g) Parish Liaison Mtg – Cllr Chorley – 18th October at 6.30pm in Keynsham Community Space

Signed

Chair

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Date

14.AOB

a) Fly tipping in Woolley

Councillor MacIntyre reported that he had seen a paddling pool and other debris left on the side of the road in Woolley.

Councillor Macklin suggested that the situation should be monitored and if there were any similar incidents in future, then this should be reported to B&NES.

b) ALCA Chief Officer

Barnaby Harding has started in the role, replacing Deborah White.

15.Dates for next Meetings

Tuesday 31 October 2023 CPC Meeting (St Stephens Foyer)

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
6th September 2023