

CHARLCOMBE PARISH COUNCIL

DRAFT MINUTES

for the Charlcombe Parish Council Meeting
to be held at 7pm on Tuesday 16th January 2024
in The Foyer, St Stephens Church, Lansdown Road, Bath BA1 5SX

Present:

Councillors Macklin, Bravin, Chorley, Jones, MacIntyre, Nash and Rippin
Clerk Mrs Kerr

Member of the public attending by invitation of Councillor Macklin – Mr P Rankin

1. Apologies for Absence

Ward Councillor Warren

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

3. Urgent Business

None

4. Items from the Public

None

5. Minutes of the Parish Council Meeting on 31st October 2023

Councillor Macklin, as Chair, signed the minutes of the 31st October 2023 meeting.

6. Town and Country Planning

a) 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 - Permit
- (ii) 23/03420/FUL – Charlcombe Grange, Charlcombe Lane – replacement of existing shed – No objection - Permit
- (iii) 23/03318/FUL – The Crate, 5 High Street, Woolley - Change of use from a granny annexe to a separate dwelling unit – Support – Permit
- (iv) 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) – Support - Permit
- (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 – Initially Object with Support for revised scheme – Permit

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- (vi) 23/02958/VAR – Waterworks Cottage, Charlcombe Way – variation of conditions 5, 7, 9 and 15 re. 23/00895/FUL – listed for information only – Permit
- (vii) 23/04321/FUL – 14 Westbrook Park - Erection of two storey side extension – Support - Permit

b) Awaiting Decisions of the Local Planning Authority

- (i) 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
- (ii) 23/02761/FUL – Court Mead, Langridge Lane – erection of dwelling after demolition of existing bungalow – Objections
The Clerk noted that comments had since been submitted by Conservation, Archaeology, Historic England and Arboriculture.
- (iii) 23/03747/FUL – Court Farm, Langridge Lane - Refurbishment of outbuilding to use as studio/workspace – Object

Councillor Nash advised that the applicants had submitted a statement detailing their planned use of the buildings, which appeared to be in response to some of the points raised by the Parish Council.

The Clerk noted that a number of new design documents had also recently been added to the planning portal.

Councillor Macklin asked Councillors Chorley, MacIntyre and Rippin to review the additional documentation and to advise by 24th January on whether the Parish Council should submit a further comment on this application.

- (iv) 23/03748/LBA - Court Farm, Langridge Lane - Internal and external alterations to refurbish outbuilding to enable use as studio/workspace - Object
- (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 – Support
- (vi) 23/04642/FUL – Ravenswell Lodge, Access Road to Ravenswell House – Erection of replacement rear extensions, landscaping and associated works, to follow the partial demolition of Ravenswell Lodge – Objections

Discussion took place on whether the Parish Council should include detailed volume calculations in their responses to planning applications. The majority view was that if Councillors had concerns about volume increases, this should be included within the response, but the Planning Officer was responsible for preparing the detailed volume calculations.

- (vii) 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 with addition of Community Use Agreement – Support

c) Applications for Planning Approval for Consideration

- (i) Bwthyn 1 Church Street Woolley BA1 8AS - Erection of first floor rear extension, new roof to porch, new windows, demolition of garage, erection of

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new garage and associated landscaping –

The draft response in support of this planning application was discussed and agreed.

The Clerk stated that the Cotswolds National Landscape had highlighted that a new law enacted in December 2023 “introduces a new statutory duty on Local Planning Authorities (LPAs) to seek to further the statutory purposes of the National Landscape”. This replaces the previous statutory duty in the Countryside and Rights of Way Act 2000 whereby LPAs had a duty to have regard to the purposes of the National Landscape.

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 Officer has confirmed that 23/03685/VAR addresses the issues raised in 22/00459/NOM and the case is now closed.

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

The Clerk reported that the Planning Officer issued a Section 16 Notice on 8th January and that the owner has until 22nd January to respond to this.

f) Works to Trees

(i) 23/04305/TCA - The Old Rectory, Charlcombe Lane - Various work to 5 trees – Support – No Objection

7. Highways and Footpaths

a) Langridge Lane 20mph Speed Limit Signs

Councillor Nash provided an update on the proposed design and location for the signs. The cost of signs and posts for Upper Langridge was approximately £1000 for the signs and £1000 for installation.

Discussion took place on the location of the signs and whether further signs were needed in Langridge.

Questions were raised on whether the new signs could use the current posts and replace the roundels and additionally on who was responsible for maintenance of the signs if the Parish Council paid for them. Cheaper alternatives to the B&NES signs were available but would they be acceptable.

Councillor Nash would seek clarification on these points from Highways.

b) Lansdown Lane/Lansdown Road Junction

The Clerk reported that on 11th January B&NES issued a Traffic Regulation Order, which prohibits vehicles from driving at more than 40mph along sections of road at and around this junction. The order will come into operation on 29th January 2024.

Councillor Macklin thanked Councillor Bravin for leading on this issue; it was an example of where the Parish Council could make a difference.

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Councillor Nash noted that one No Overtaking sign along this stretch of road was badly faded and would ask Highways if it could be replaced.

c) Footpaths at the Racecourse

Three members of the public had contacted the Parish Council expressing concern about the location of the 'new' footpaths as they don't allow the public to cross the racecourse, go close to sections of the golf course and are fenced in places, resulting in muddy, narrow paths.

Councillor Macklin, after discussion with the Senior PROW, had replied noting that requests for permitted paths were a matter for the public to take up with the landowner.

Councillor Macklin noted that there is an issue with dog poo bags accumulating in at least two places along the footpaths. The Clerk would investigate who was responsible for emptying the bins.

d) Parish Footpaths

The Cotswold Voluntary Parish Warden (CVPW) had advised the Clerk that all 20 miles of paths had recently been walked and although muddy, were in good order and don't need immediate attention.

Councillor Jones advised that grazing land on one side of the footpath BA5/2, by Electric House, now hosts a telephone box, benches and a shed. It was unclear whether permission was required for this change and other Councillors were asked to visit before the next meeting.

Cheryl Hannan, who has been the local PROW Inspector for 12 years is retiring in January and Councillor Macklin will write a note of thanks. A new PROW Inspector should be in post in April.

e) Avon Valley District Work Party Map

Councillor Macklin expressed the Parish Councils thanks to the Cotswold Voluntary Wardens for all the work they have done in the last year improving footpaths, stonewalls and other aspects of the landscape. Councillor Bravin gave an example of improvements made to the steps on a stone stile by the wardens.

The Clerk was asked to forward the map of the Ward Councillors and to find out if it could also be published on the Parish Council website.

The Clerk reported that the CVPW had also prepared a list of stiles remaining in the parish, in order to identify those that might need work to improve access. Of the 24 stiles, two were identified as having scope for improvement, whilst 16 were considered as satisfactory as they either had posts or had been by-passed.

8. Potential additional uses of CIL receipts

a) Installation of additional benches

Councillors Chorley and Jones are still looking at options and will report back at the next meeting.

b) Promotion of defibrillator provision

No progress had been made on this idea and it was decided not to take it further.

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9. Finance and Governance

a) Financial Report

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

b) CIL Receipt

The Clerk advised that £1521.43 had been received relating to development of Agricultural Buildings North of The Grange, Charlcombe Lane.

c) Annual Review of Risk Assessment

(i) Projector

The Clerk asked if the projector was compatible with the Parish Council laptop and Councillor Chorley confirmed it had been used in the past with the laptop.

(ii) Noticeboards

The Clerk advised that the sealant on the bottom of the front panel of the new noticeboard in Weston had broken up into cubes and would need to be replaced when dry. Councillor Nash noted that the Langridge Lane noticeboard let in the water and needed remedial action.

Councillors were asked to report back on the condition of noticeboards at the next meeting.

(iii) Benches

The Clerk noted that the condition of the benches had not been assessed in 2023. Councillor Chorley advised that the Charlcombe Lane bench was in good condition, although he did need to clear litter and vegetation from time to time. The bench on footpath BA5/16 had been reviewed during the recent footpath walks and was also ok.

(iv) Website

Councillor Nash had researched alternative website hosting and concluded that the current cost was comparable to alternative providers.

The website accessibility review is underway.

The risk assessment would be updated to reflect these discussions.

d) 2024/25 Budget and Precept

The draft budget was discussed, and Councillors agreed to maintain the Precept at £5000 for 2024/25.

e) Approval of Expenses

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

(ii) Clerk's Salary and HMRC Tax (January, February)

These payments were approved. The salary element would be via online payment and two cheques prepared for the tax payment.

f) Parish Council Old Records

Councillor Chorley confirmed that he will take the documents to the Bath Records Office once he has finished reviewing them.

g) Website Accessibility Review

The Clerk had used the tools provided on the training course and identified a number of issues that needed addressing such as images with no alternative text, bullet point

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lists and redundant links.

The Clerk will work through the list and make the appropriate changes.

10. Correspondence Received

a) Review of Polling Districts and Polling Places

The Clerk had submitted the response, advising that the Parish Council was satisfied with the provision of two polling places.

b) Green Spaces Review and Local Plan Options

The Clerk advised that the Local Plan Options document was due to be considered by the B&NES Cabinet on 1st February.

The Local Plan Options document will also outline a proposed strategy for rural areas for consultation. Subject to the Cabinet decision, the proposed consultation is set to run between February and March, providing an opportunity for the Parish Council to comment.

c) Charlcombe Amphibian Migration 2024

The road closure dates are 12 February - 25 March 2024.

d) Charlcombe Meadows Project

The Clerk had circulated details of the project, which aims to improve biodiversity in two meadows off Charlcombe Way, which are owned by B&NES.

Mike Collins who is leading the project will come and speak at the 12th March meeting.

e) Government consultation on Street Vote Development Orders

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

11. Climate and Nature Plan

Councillor Macklin identified that the recently issued B&NES 'Parish and Town Nature Action Plans' guidance, includes ideas and templates that the Parish Council could use.

Despite not owning any land, there is a wide range of habitats within the parish, which could be recorded. Councillor MacIntyre noted that much of this survey work had already been completed and the records were available. A desktop study could be used to draw the information together.

Councillor Bravin suggested that some the margins of the B&NES owned pitches on Lansdown might be suitable for small scale nature intervention.

A further discussion would take place after the presentation from Mike Collins.

12. ALCA Chairs Network

Councillor Macklin advised that she supported the introduction of this group by the new ALCA Chief Office. The first meeting has yet to be scheduled.

13. External Meetings

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

This was cancelled due to staff changes at BPT.

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- b) BANES ALCA Group Meeting – Cllr Macklin – 23rd January, online at 7.30pm
- c) Parish Liaison Mtg – Cllr Chorley - 28th February at 6.30pm – location TBC

Councillor Bravin asked the Clerk to obtain an update on the status of the Bathavon Forum which has been on-hold for several months.

14. Confirmation of dates for 2024 Meetings

No requests for changes to the dates were made and the Clerk will book the village hall for the summer meetings.

The Annual Residents meeting will be held on 14th May prior to the Parish Council meeting.

15. AOB

- a) Councillor Nash noted the proliferation of signs for the car boot sale, which is not operating during the winter. He would discuss this with Highways
- b) Councillor Nash noted that that cars were parked dangerously on the corner near the village hall and wondered how this could be improved. Councillors identified that walkers, delivery drivers as well as village hall users parked on these verges as there was no parking provision.
- c) Councillor Nash asked who was responsible for the old unused noticeboard near the village hall, which is in a very poor condition. He would follow this up with Councillor Rippin.
- d) Councillor Macklin confirmed that she planned to stand down in May, which would result in a casual vacancy and the need to identify a new Chair of the Council.

16. Suggested dates for next meetings

Tuesday 12 March 2024 CPC Meeting (St Stephens Foyer)

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

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)

Mrs R Kerr
Clerk to Charlcombe Parish Council
22 January 2024

Signed

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