

Wellow Parish Council

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET
www.wellowparish.info

**MINUTES OF THE ANNUAL MEETING
of the Parish Council (WPC) held on Monday 21 May 2018 at 20:15
at Wellow Village Hall BA2 8PU**

Present: Councillors H. Andrews, S. Betts, S. Chivers, D. Clarkson (Vice-chair), J. Handel
S. Kotchie. M. Hartigan, D. Wright (Chair)

In attendance: Ward Councillor N. Butters (from minute 18.064), R. Campbell (Clerk), five
members of the public

PUBLIC PARTICIPATION

- Stuart Cole was concerned that the 757 bus on Wednesdays had few passengers.
To be advertised in Parish Post – use it or lose it.
The grass bank by the church had not been cut.
B & NES to be asked if it had been left deliberately as a ‘meadow’
Mr Cole was concerned about vegetation overgrowth beyond Hungerford Terrace
Cllr Hartigan will contact the owner
Mr Cole was digging out more weeds, in line with WPC’s minimal spraying policy
- Richard Holland drew attention to recent encroachment into the Green Belt at Bubbler’s
Dytch and earlier encroachment at Mount Pleasant, by garden extension. By changing
the housing development boundary this was effectively a double encroachment. There
was a 10-year window to object.
See minute 18.064c
- Lyn Doman said that in the matter of finding the water inlet to connect the Pavilion,
communication with the Village Hall Committee did not happen. It was difficult to move
forward co-operatively if communication was poor. ‘Waverers’ took it as a slap in the
face. Please could it not happen again.
She was backed up in this by Cllr Betts, Village Hall Chair
*The (WPC) Chair said some problems were bound to occur and the more communication
there was, the better. A fantastic job had been done in bringing the two organizations
together. In this instance he thought that the Village Hall Committee was being over-
sensitive.*
Mrs Doman said car parking continued to be an issue.
Cllr Andrews suggested an audit of users
- Bea Doughty said there would be more footfall when the Pavilion was up and running.
Clarity on parking was needed.
Public Participation ended at 20:30.

18.058 Election of Chair

RESOLVED (proposed Cllr Betts, 2nd Cllr Chivers, unanimous) to elect Cllr Wright as Chair for
the coming year. There were no other nominations. Cllr Wright signed the declaration of
acceptance of office.

18.059 Vice-chair

The Chair thanked Cllr Clarkson for the fantastic job she had done as Vice-chair during the
preceding three years.

RESOLVED (proposed Cllr Clarkson, 2nd Cllr Kotchie, unanimous) to elect Cllr Caudle as Vice-chair for the coming year. There were no other nominations. Cllr Caudle had indicated that she was willing to serve.

18.060 **Apologies**

Apologies for absence were received and accepted from Cllr P. Caudle, who was away.

18.061 **Interests**

Cllr Kotchie declared a pecuniary interest in item 18.064(a) George House, as owner.

18.062 **Minutes** The minutes of the Parish Council Meeting of 16 April 2018 were APPROVED as a true record and signed by the Chair.

18.063 **Clerk's report** Actions from previous meetings are NOTED under the relevant minute.

18.064 **Planning**

(a) Councillors CONSIDERED the following applications:

<p>18/01073/ REG13 & 18/01702/REGO 3 Bridge Over Wellow Brook Mill Hill Wellow</p>	<p>Repair South West retaining wall in which the previous gabion baskets has collapsed into the water course. Repairs and minor pointing to the abutments, arch and parapets in which temporary scaffolding will be erected. Repair undercutting to the abutments. To enable the permanent works it is necessary to install a small cofferdam around both abutment to create a dry working area and prevent contamination of the watercourse during installation.</p>	<p>RESOLVED to support (proposed Cllr Kotchie, 2nd Cllr Chivers, unanimous)</p>
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Cllr Kotchie left the room

<p>18/01758/FUL George House The Square Wellow BA2 8QQ</p>	<p>Replacement of existing front windows and doors and re-rendering of front elevation</p>	<p>RESOLVED to support (proposed Cllr Hartigan, 2nd Cllr Chivers, unanimous)</p>
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Cllr Kotchie returned to the meeting

<p>18/01886/LBA The Manor House High Street Wellow BA2 8QQ</p>	<p>Internal alterations for the replacement of the kitchen and bathroom floor tiles, addition of a WC in the utility room, repair works to water damage in the ceilings of the breakfast room and bedroom 4 and removal of plaster on the curved second staircase.</p>	<p>AGREED to leave the matter to the planning officer</p>
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<p>18/01998/FUL Hilltrough High Street Wellow BA2 8PU</p>	<p>Demolition of the rear conservatory and side car port, erection of front and rear extensions and conversion of the roof to provide a first floor.</p>	<p>RESOLVED to oppose (proposed Cllr Andrews, 2nd Cllr Handel, unanimous). Whilst the property needs renovation, the proposal was considered too large for the plot, lending itself to multiple occupation, with highways implications</p>
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(b) B&NES decisions were NOTED as follows

18/00778/FUL & 18/00779/LBA The Dairy, Baggridge Hill, Wellow, BA2 8QP	Erection of single storey rear kitchen extension with landscape alterations	Withdrawn 19.4.18 (WPC support)
18/01248/FUL Church House High Street Wellow BA2 8QS	Erection of detached carport, garden and store room following demolition of existing garage (Resubmission).	Permit 14.5.18 (WPC support)

(c) Enforcement

B&NES to be contacted about the status of caravans behind The Old Dairy, Baggridge, about parking on the verge outside Little Horse Croft Farm and about garden encroachment .

a.65 **Highways & Transport**

(a) Updates Traffic speed along into the village had increased since Wellow Road had been resurfaced

(b) New requests The large pothole at the foot of the Village Hall drive to be reported to Highways.

(c) Chicane planting Cllr Clarkson said the Green Gym intended to tidy up and prepare for planting that weekend. The darkness of the chicane on the west side of the village would affect the choice of plants. More money was being sought to supplement the grant obtained by WPC.

18.066 **Rights of way**

(a) The Clerk to ask the owners of Canteen House to move the remaining large stones from the footpath from Wellow Car Park to Henley View. B&NES then to be asked if they will cut the grass.

(b) Railway Paths Ltd had declined to clean the graffiti from the viaduct. Self-help to be adopted. Cllr Butters offered to assist. B & NES to be asked the best method to use.

18.067 **Sports Pavilion**

It was hoped the water would finally be connected on 30th May. The Grand Opening was now to be on 1st July

18.068 **Wellow Playing Field & playpark**

(a) The new play park entrance surface provided as part of the pavilion project was NOTED with thanks. Cllr Betts was concerned about the surface if there was a downpour. Cllr Clarkson said the hoggin would compact.

A quotation from Wildwood for tree work was reviewed. It was agreed to remove the tree at the top of the drive, do work to the trees by the swings and to the willow walk for a total of £465, but to leave for the time being work at the north of the playpark.

RESOLVED (proposed Cllr Kotchie, 2nd Cllr Clarkson, unanimous) to make a virement of £465 from the Maintenance of Parish Assets reserve to current expenditure to fund the work.

Scott at Wildwood to be asked to clear all work with the tree officer at B&NES

(b) Play equipment inspection report

Cllr Kotchie noted that the critical recommendation (work to the gate) had now been met. Peter Gaines was looking at how to raise money for new equipment and would bring a plan to the Council. It was not about patching but about wholesale removal and replacement. Small repairs mentioned in the report could meanwhile be done at zero cost.

(c) **Fencing** Cllr Betts reported damage to the north Playing Field fence. Grass cuttings, which attract cattle from the field above, must not be left there . A quotation to be obtained for renewing the playpark fences.

(d) Following concerns raised by Cllr Andrews, ALCA to be asked about rules for excluding adults from the playpark unless accompanying children.

18.069 **Risk assessment** The payments approval procedure was REVIEWED.

18.070 **GDPR and Data Protection Bill**

(a) Exemption from the need for parish councils to appoint an external data controller was NOTED. The Clerk will act as Data Controller.

(b) Other compliance requirements to be monitored. Those on the distribution list to be asked if they wish to remain on it.

18.071 **Clerk**

The Clerk had supplied some sample job advertisements which the Chair will consider when preparing an advertisement for a new Clerk from 1 September.

18.072 **Finance**

(a) The Annual Internal Audit Report 2017-18 was RECEIVED

(b) The Annual Governance Statement 2017-18 was APPROVED and signed

(c) The Accounting Statements 2017-18 were APPROVED and signed

(d) The period for exercise of Electors' Rights was NOTED

(e) **RESOLVED** (proposed Cllr Chivers, 2nd Cllr Kotchie, unanimous) to renew the Parish Council insurance for the year beginning 1 June 2018 with AVIVA at a cost of £385.57 (budget £450)

(f) To RECEIVE an update on drainage insurance claim

(g) **RESOLVED** (proposed Cllr Hartigan, 2nd Cllr Andrews, unanimous) to pay:

2030	S. Cole – May 2018	250.56
2031	R. Campbell – May 2018	341.82
2032	Mendip Toilet Hire – 26/3 – 30/4/18, inc. VAT. Last month	120.00
2033	D. Clarkson – refund cost of pavilion items, inc. VAT	794.50
2034	A.G. Phillips & Son – spoil removal (discounted), pavilion project, inc. VAT	150.00
2035	Payman.co.uk ltd – payroll processing 4/17 – 3/18, inc. VAT	144.00
2037	D. Lucey Ltd – storm drain repair, inc VAT (insurance claim)	3867.48
2038	D. Lucey Ltd – pavilion groundworks, inc. VAT	7805.52

18.073 **Information**

(a) Correspondence received since the last meeting was noted. No actions were identified

(b) There were no miscellaneous reports

18.074 **Meetings** WPC will next meet on 18 June at 20:00 in Wellow Village Hall

The Chair thanked all for attending and closed the meeting at 22.00.