

WELLOW PARISH COUNCIL

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

www.wellowparish.info

Minutes of the Annual Parish Council Meeting

held remotely on Tuesday 4 May 2021 at 19.30pm

Present: 3 residents, 7 councillors, Chairman Pat Caudle and the Clerk

Apologies: Apology received from Julia Handel.

1.5.21 Chairman welcomed everyone.

2.5.21 An interest was declared by the Clerk in relation to planning application 21/00957/LBA and 21/00956/FUL.

3.5.21 -A Resident reported that parking on Henley View/Canteen Lane continues to be disruptive, although some improvements have been noticed.

- It was noted that various potholes, which are causing obstruction to cyclists and other road users are marked ready for repair, but these markings are wearing off. Clerk to write to BANES Highways Department to enquire about when these repairs are due to take place.

4.5.21 **Minutes** of the last Parish Council Meeting in 2018 were agreed to be a true record and signed by the Chairman.

5.5.21 **The Chairman reported on the Parish Council's year as follows:**

The Annual Parish Council meeting did not take place in 2020 due to Coronavirus pandemic. The PC had two changes of the Parish Clerk before the current Clerk has taken over the role in October 2019. The Chairman thanked all Councillors for their hard work and support over the past two year. The summary of the Chairman's report is as follows:

- There have been 27 planning applications during 2020 and 5 applications up to April 2021.
- The big fundraising project for the children's playpark was a great success.
- The Wellow Traffic working group is working collaboratively to resolve village traffic problems.
- The new drainage has been installed in the playing field.
- The Parish Plan working group is also working on updating 2016 Parish Plan.
- The Village Shop has done excellent job in delivering food to those who need it during the pandemic. The Shop is also taking green initiatives – selling milk in refillable bottles, eco washing up liquid and food in dispensers. The shop is supporting the local suppliers only.
- The village has shown a great support to each other during the pandemic. Sadly, a number of older residents have died in the past year all of whom contributed much to the parish over many years. Community Tree planting was done in memory of Colin Tremellin. The Parish Sweeper Stewart Cole has completed 35 years of service. Councillor Shirley Betts, who worked similar number of years has retired. The Chairman thanked Shirley for all her valuable contributions to the community over these years.

6.05.21 The Clerk added some financial summary of the past financial year that in addition to the precept, the PC received £3,479.00 for Community Infrastructure Levy in relation to Bubblers Dytch development. The funds raised in 2018/19 were spend on the playpark project - £49,300; the new cricket nets are installed at the cost of £4,796.00 from the Sports England grant; £6.703 were spent on the fencing renewals and repairs; £1190 spent on new items on the playing field and drainage. The Parish Council created additional earmarked reserves for the playpark, general maintenance and a separate fund for future playing fields renewals and repairs.

7.5.21 The Council has unanimously voted for Pat Caudle to be a new Chairman.

8.5.21 The Chairman signed the Declaration of Acceptance of Office.

9.5.21 The Council unanimously voted for David Workman to be Deputy Chairman

10.5.21 The Deputy Chairman signed the Declaration of Acceptance of Office.

- Committees/working groups remained unchanged.

11.5.21 The Minutes of the Parish Council Meeting held on 6th April 2021 are APPROVED as a true record and signed by the Chairman.

12.5.21 Planning Applications

The following planning application were considered and the decisions made as follows:

21/01359/LBA 21/01358/FUL	Farm Buildings at Weavers Farm Weavers Orchard Wellow Bath Bath And North East Somerset	The Council resolved to SUPPORT
21/00957/LBA 21/00956/FUL	Home Farm, White Ox Mead	SUPPORT
21/01485/TCA	George House The Square Wellow	SUPPORT
21/01745/FUL	West End House High Street Wellow	SUPPORT, provided that the access to the Village Hall and other residential properties is not obstructed by the construction works/vehicles.

The following decisions by B&NES Council were NOTED:

20/04390/FUL	Crewcroft Barn, Hinton Hill, Hinton Charterhouse	WPC SUPPORT despite previous Refusal by BANES as new evidence of the original building is found
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13.5.21 Highways & Transport:

- The Traffic Group have put forward a proposal of reinstating white lines after collecting the evidence that it is the most practical way of controlling the persistent parking problem at Canteen Lane/ Henley View. This solution is a short term solution until more permanent solution is found. The nearby households have been consulted and all agreed. The white Lines at the east end of the village are also in need to be reinstated as they have faded.

-Discussions took place whether WPC can install cost effective speed bumps at its own cost as no other solutions are proposed by BANES Highways Specialists so far.

The Council RESOLVED to SUPPORT the repainting of white lines at the east and west end of the High Street as well as repainting of yellow lines in the vicinity of St Julian School. The Parish Council will prepare detailed plan, which will be submitted to BANES Highways Department by the Clerk.

14.5.21 Playing Park:

The Contractors are coming back to complete the de-snagging list before a final portion of the contract is released – that is 2.5% of the contract after remedial de-snagging is complete and further 2.5% after 12 months of guarantee period. There is a £4,835 is still available to spend on the playpark project, but this amount is not enough to purchase an additional 'Slide and Shoot' equipment, which costs around £12,000. Discussions took place if further fundraising activities are required or the remaining balance should be left in the 'sinking fund' for the playpark. Users of the play park and their parents will be consulted about this.

15.5.21 Right of way:

The reported problems with Byway Littleton Woods, Bridleway Green Lane and Bridleway Hinton Charterhouse, previously referred to PC have now been reported to BANES. No WPC action is required.

16.5.21 Parish Plan

A bubble map type of questionnaire is published in May's issue of the village newsletter in the hope that residents will respond to it and these responses will help the Parish Plan Group to identify what concerns the residents the most and where they would like to see the improvements and new ideas.

17.5.21 Finance and Administration

- a) The Parish Council has one vacancy, which now can be filled by cooption. Members NOTED that the Notice is published on 28th April on the village noticeboard and via the Parish Post.
 - b) Internal Audit Report for 2020-2021: The Council RECEIVED and NOTED Internal Audit report.
 - c) ANNUAL GOVERNANCE STATEMENT 2020-2021 Section 1:
The Parish Council APPROVED the Annual Governance Statement. *Members agreed that the Chairman and Clerk sign the Annual Governance Statement 2020-21.*
 - d) ANNUAL ACCOUNTING STATEMENT 2020-2021 Section 2:
The Parish Council APPROVED the Annual Accounting Statement (this section was prepared and circulated by the Responsible Financial Officer before the meeting). *Members agreed that the Chairman will sign the Annual Accounting Statement 2020-21.*
 - e) ANNUAL RETURN 2020/21 – DATES FOR THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS & SUPPORTING DOCUMENTS.
- Members APPROVED the exercise of public rights. Clerk to publish the exercise of public rights from Monday 14 June 2021 to 23 July 2021.

f) Members discussed various options of updating the Parish Council's IT systems. It was agreed that the most suitable IT system in terms of document management, secure storage and the pricing will be identified by the next meeting and presented to the Council for approval.

g) It was noted that the Village noticeboard was kindly repaired by the PC Member free of charge. There is no need to purchase a new one at this time.

h) Members approved the following schedule of payments. The Clerk is to arrange the payments and two Councillors will approve these payments online:

		Net	VAT	Total amount
ALCA and NALC Annual subscription: 1.04.2021-31.03.2022				£128.59
OPUS - March 2021				£9.13
Greensports Consultancy inv:SI-11738		£95.00	£19.00	£114.00
Internal Audit 2020-21. (Clerk's hours - 5hr)				£68.70
BHIB Councils Insurance. Inv 512778				£338.42
Staff salaries				At meeting
Clerks home office allowance				£24.00

The Council has also agreed to transfer the budgeted yearly sum of £600 to general maintenance account.

18.5.21 Miscellaneous: no updates.

19.5.21 Meetings:

The next Parish Council meeting will be held in the Village Hall on Monday 21st June 2021, Monday 12th July 2021

Chairman: Pat Caudle, 3 Henley View, Canteen Lane, Wellow, Bath, BA2 8PZ

Clerk: Olga Shepherd, Home Farm, White Ox Mead, Wellow, Bath BA2 8PN.

Email: clerk@wellowparishcouncil.org.uk

WELLOW ANNUAL PARISH COUNCIL MEETING 2021