

Wellow Parish Council

BATHAVON SOUTH, BATH & NORTH-EAST SOMERSET

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
held at 8.10 pm on Tuesday 19 May 2015 in Wellow Village Hall

*Actions – marked **A** at right– are on the Clerk and on any Councillor whose initials also appear*

Present: Councillors H. Andrews, S. Betts, P. Caudle, S. Chivers, S. Chauveau, D. Clarkson, J. Handel, B. Wright (Chair from Minute 15.56)

In attendance: District Councillor N. Butters (latter part of meeting), R. Campbell (Clerk), 13 members of the public

15.55 **Election of Chair**

Chair of the preceding Council, Hugh Prentice, presided for this item. He asked for nominations for Chair of Wellow Parish Council (WPC) for the coming year.

Cllr Betts proposed Cllr Clarkson, but she declined.

Cllr Chivers proposed Cllr Wright, who declared his willingness to stand.

RESOLVED (2nd Cllr Chivers, unanimous) that Cllr Wright be Chair of Wellow Parish council for the coming year.

Cllr Andrews echoed Richard Holland's thanks to Mr Prentice in the Annual Parish Meeting, just concluded. Hugh Prentice had been an amazing Chairman, good-humoured and diplomatic. She hoped he would remain involved through the proposed CIO. Applause

Cllr Wright took the Chair and signed the declaration of acceptance of office

15.56 **New Chair's Announcements**

(i) Cllr Wright thanked his fellow Councillors for voting for him as Chair; he considered it a privilege. In common with other Councillors whose 'manifesto' had been published on Wellow Parish Post he wished to put WPC's past behind it and move forward. WPC should be run for the benefit of the whole village, in an objective, open, transparent and fair way in accordance with the Nolan Principles of Public Life.

(ii) Each Councillor present signed a declaration of acceptance of office.

(iii) The agenda noted with sadness the death of Peter-Duppa Miller, who had provided wise and expert advice to WPC

15.57 **Apologies** Apologies were received from Cllr M. Hartigan. The Chair raised the possibility of changing the WPC meeting date to a Monday.

15.58 **Declarations** There were no declarations of interests

15.59 **Exclusion**

RESOLVED (proposed Cllr Calrkson, 2nd Cllr Andrews, unanimous) that item 15.64(i) be considered after the public had been excluded because publicity would prejudice the public interest by reason of the confidential nature of the business. The item would be taken last.

15.60 **Vice-Chair**

Cllr Clarkson accepted nomination as Vice-Chair.

RESOLVED (proposed Cllr Wright, 2nd Cllr Andrews) that Cllr Clarkson be Vice-Chair of WPC for the coming year

PUBLIC PARTICIPATION No member of the public wished to speak

15.61 **Minutes**

The minutes of the PC meeting of 7 April 2015 were agreed to be a true record. They were signed by the Chair.

15.62 **Clerk's Report**

A cheque for £246 had been received from the Fox and Badger, representing the profits of the quiz night in aid of a defibrillator for the village.

Cllr Handel said that the location of the defibrillator had to be decided. There were pros and cons to siting it either at the Village Hall or in Wellow Square.

The Chairman asked Cllr Handel to consult and bring a proposal to the June meeting. This was agreed.

15.63 **Lead areas of responsibility**

The following were agreed:

Cllr Billy Wright, *Chair, Finance, Broadband*

Cllr Debbie Clarkson *Vice-chair, Planning, Wellow Sports, Traffic Calming*

Cllr Heather Andrews *Burial Board, Wellow Sports, St. Julian's School*

Cllr Shirley Betts *Village Hall, Traffic Calming, Older People*

Cllr Pat Caudle *Planning, Village Maintenance, Village Hall*

Cllr Sue Chivers *Burial Board, Planning (Trees), Village Hall*

Cllr Stefan Chauveau *Playground and Field, Carbon Reduction, Rights of Way*

Cllr Julia Handel *Older People, St Julian's School*

Cllr Mark Hartigan *Rights of Way, Parish Plan, Finance*

15.64 **New Sports Facilities**

(i) Sport England Grant Award application This item was taken at the end of the meeting.

(ii) Updates

(a) Chris Wordsworth of the Parish Council Sports Project Management Group gave a construction update, which included the following points

- The project was 'very nearly there'
- There would be a pre-opening day on 26 June, with an open tennis event, for which the courts would be ready. Courts would be sprayed green and the gate lock for the key fob system (to be advertised) finalised.
- The grand opening would be on Saturday 5 September
- The second grass seeding was due in the following few days, subject to weather; three months later there would be access to all grassed areas.
- The outdoor gym was now ready to use (fenced off from the grass)
- He confirmed to Cllr Betts that goalposts would be provided and that there would be no charge for casual football. The cricket equipment would be bought and installed only when the whole field was available for user.
- Mr Wordsworth stressed that these are assets of WPC, who will make the decisions. A CIO may follow. There will be a need for more regular maintenance.

Cllr Chivers thanked Mr Wordsworth for way the project had been managed, ensuring no disturbance for neighbours such as her.

Cllr Betts referred to a cracked wall under the notice board at the bottom of the drive. Mr Wordsworth said he would need evidence this had been caused directly by the contractor for him to be able to take it up with him.

(b) Andy Smith, also of the Parish Council Sports Project Management Group gave a financial and marketing update, which included the following points

- The Clerk had been provided with four reports on the project: one showing there would be a very small financial surplus (excluding possible further funding to come from B & NES); a report on contractor status; a cashbook mirroring WPC's own for the project; and a cashflow including VAT repayments, showing where care would be needed in the timing of contractor payments.
- Nearly all the money was in, bar the second payment from The Medlock Trust
- Wellow Valley Tennis were keen to sign new members. The LTA Clubspark system was being used, providing online booking, payment and reminders.
- There would be two rates, Family Gold and Silver. All terms and conditions had been agreed by the tennis committee.
- Booking would be two weeks in advance.
- The Wellow Sports website would have a home page and pages for individual sports. There would be a Twitter account.
- A final meeting with Bath University to arrange coaching by them after school and on Saturdays was scheduled.
- There would be two Club Nights a week (plus Sundays)
- A ballot had allotted 19 pairs to tickets for Wimbledon to local residents.

From the floor Stuart Macdonald asked who would be the main point of contact for the whole field. He was concerned about vandalism. Mr Smith said this was a WPC issue which needed thinking about. Mr Macdonald also asked for a test of the floodlighting at, say, 10pm one evening, so that he could judge its effect. [The lights were switched on later that evening.]

In response to a question about concessions from Cllr Wright, Mr Smith said that a £29 family membership *is* a concessionary rate.

Cllr Handel said teenagers would not always book in advance and asked about drop-in sessions. Mr Smith said that if no-one were playing, it would be possible just to walk onto court.

The Chairman said questions were inevitable; The PC meeting was not necessarily the right forum to answer them and a separate meeting might be needed

15.65 **Planning**

(i) Applications

Councillors considered the following application:

15/01904/FUL Wendale, High Street, Wellow, Bath BA2 8QA

Proposal: Erection of single storey rear and side extensions following the demolition of a garage.

Cllr Caudle said it was an over-extension, with a zinc roof to be looked down on by the neighbour. She noted Highways had no objection.

RESOLVED (proposed Cllr Caudle, 2nd Cllr Clarkson, unanimous) to object to the

application.

(ii) Placemaking Plan

Cllr Clarkson said that subsequent to the proposal of new and existing Green Spaces for the Placemaking Plan (Minute 15.35), objections had been received from all private landowners. St Julian's Church had said their plans for new loos would be affected. In the light of this new information and given that all sites are well-protected by being in the Conservation Area and in some cases having protection from English Heritage, she now proposed that all the private sites be withdrawn from consideration for the Plan, leaving only the community areas.

RESOLVED (2nd Cllr Caudle, unanimous) that B & NES be asked to withdraw all privately-owned sites previously proposed by WPC for inclusion in the Placemaking Plan.

(iii) Wall at St Julian's Church) Cllr Clarkson noted the removal of a low wall adjacent to the Eastern boundary wall of St Julian's Church. She had contacted the B & NES surveyor and asked him to INSPECT, because of concern that the condition of the main wall would be affected

From the floor, Colin Tremellen, Chair of the Friends of St Julian's, said the reason the wall had been removed was to be able to get cars off the road into Conigre Field at weddings and funerals.

It was agreed to wait for the surveyor's report and bring this to the June meeting.

15.66 **Highways and Rights of Way**

(i) Cllr Caudle spoke to her proposal about parking outside St Julian's School and in Mill Hill. It was natural that workmen liked to park close to their work but this caused traffic problems.

It was agreed that the following be submitted to Parish Post and sent to the owners of 1-7 Mill Hill:

The Parish Council requests the contractors to park their vehicles in the village car park, unless needed for immediate use on site; to arrange for delivery of materials to take place other than during school drop-off and pick-up times.

It was agreed that the following be sent to Avon and Somerset Police at Radstock

The Parish Council requests the police to ensure that the community police are present at school drop-off and pick-up times

Parents are asked not to park on the curve of the road outside school (opposite the old Methodist Chapel) or anywhere that causes an obstruction.

There followed a short break to inspect the tennis court lights, which had been switched on. The meeting then continued.

(ii) Speedwatch

Cllr Clarkson will produce a new Speedwatch schedule and will repeat her request for more sites be agreed by the police on the E. side of Wellow.

District Councillor Butters offered to put pressure on as requested by Wellow.

Cllr Betts said she had been doing Speedwatch for 10 years. Action was needed. It was agreed that the order should be: Speedwatch to gather more data, Police monitoring, then to approach B & NES to ask for options

Noted that letters expressing strong concern about traffic had been received.

Traffic calming to be a June agenda item.

15.67 **Clerk's Contract** Cllr Wright to review for June meeting

15.68 **Insurance** Agreed to accept the quotation from AON UK Limited (see Minute 15.69)

15.69 **Finance**

(i) Completion of the internal audit for 2014/15 was noted and Mr Nicholas Brown thanked for doing it.

(ii) **RESOLVED** (proposed Cllr Clarkson, 2nd Cllr Caudle) that the accounts for 2014/15 be adopted.

(iii) The financial position was noted.

(iv) Asset register: to be reviewed in June

(v) **RESOLVED** (proposed Cllr Andrews, 2nd Cllr Betts) that Cllr Wright be added to the list of cheque signatories.

Cllr Handel put in a request for a tea-break at about 9pm in future meetings.

(vi) **RESOLVED** (proposed Cllr Caudle, 2nd Cllr Chivers, unanimous) to pay the following:

- Withy King: preparation of Wellow Valley Tennis lease and variation to Village Hall Lease – £1,200.00 including VAT
- Nicholas Brown – internal audit £30.00
- Luminance Pro Lighting Systems Ltd: electrical and lighting works at Wellow Playing Field - £4,530.00 including VAT
- AON UK: Parish Council Insurance 2015/15 - £393.04
- Payman: payroll processing May-September 2015 - £72.00 including VAT
- Stewart Cole: Street Sweeper's wages April 2015 – £268.14 **already paid**
- Clerk's salary April 2015 plus four hours extra (Sports Project) £362.59
- HMRC £7.00
- R. Campbell: reimburse cost of signage for Sports Project paid to Icon – £82.50 including VAT
- R. Campbell expenses: stamps £7.56; signed-for post Avon LTA £2.05; signed-for post £2.05; LTA special delivery £6.40, total £18.06
- Parlour Shop grant £450.00
- Wellow Community Bus Group grant £250.00
- Burial Board grant £525.00

A grant of £850, budgeted for the CIO but paid to the Village Hall Committee in previous years, was held over for consideration at the June meeting.

15.70 **Training** Details of June training courses to be sent to Councillors

15.71 **Reports** None

15.72 **Meetings**

It was agreed to keep to the first Tuesday for the June meeting, which will be on Tuesday 2 June at 8.00pm in Wellow Village Hall. Cllr Chivers made her apologies. The Chair thanked everyone for attending and closed the meeting at 10.38pm