

Wellow Parish Council

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

www.wellowparish.info

**Minutes of the Annual Parish Council Meeting held
on Monday 13th May 2024 at 19.30pm
in the Village Hall, Wellow.**

Councillors present: Dave Workman, Nick Chapman, Mike Clarkson, Sarah Sell, Chris Cook

In attendance: Olga Shepherd (Clerk) and eight residents.

1.5.24 Election of Chairman:

Council voted for Dave Workman to be the Chairman. Dave Workman signed the Declaration of Acceptance of Office of the Chairman.

2.5.24 Election of Vice Chairman

Council voted for Nick Chapman to be the Vice Chairman.

3.5.24 Apologies

Apology received and accepted from Jonathan Luck.

PUBLIC PARTICIPATION

- 1. The Council congratulated Stewart Cole- the village sweeper with marking the 35 year service to the village and presented him with a present. Everyone thanked Stewart for his commitment and excellent work!*
- 2. The Parish Sweeper noted that BANES had done good work resurfacing the High Street.*
- 3. The Parish Sweeper queried if the trailers parked on the car park will be moved for the Outdoor Theater event in the summer to enable more parking in the car park.*
- 4. The Parish Sweeper mentioned that some visitors in the playing fields are parking just opposite kitchen window where parking is not allowed.*
- 5. A resident expressed a deep concern about two mature Lyme trees and a Home oak tree that were cut back by BANES recently. He pointed out that Wellow Parish Plan highlights the importance of trees in the village and that the residents were not consulted. Correspondence was sent to BANES tree officer expressing dissatisfaction.*

4.5.24 Interests

No interests were declared.

5.5.24 MINUTES

The Minutes of the Parish Council Meeting of 4th March 2024 were APPROVED and signed by the Chairman.

6.5.24 Parish Council Vacancy

The Parish Council confirmed that three vacancies can still be filled by co-option. Expressions of interest were invited.

7.5.24 Planning Applications:

- a. The Council NOTED that the planning application 22/02169/EOUT Parcel 4234, Combe Hay Lane, Combe Hay has been REFUSED at the Planning Committee on the 10th April 2024. It was noted that the applicant has six months to appeal.
- b. It was NOTED that enforcement action on the land adjacent to the Ford on Mill Hill was successful. However, two requirements of the enforcement were not complied with. The driveway hardcover has not been removed and the land need to be re-seeded.
- c. The following planning applications were considered:

Planning Application number and address	Description of proposal	Parish Council Comment
24/00938/FUL The Byre, Upper Twinhoe	Erection of shelter porch to entrance. Installation of new windows, doors and related steps, landings and balustrades. Replacement of doors, windows, timber cladding, rainwater goods. Installation of rooflights and changes to fenestration to outbuilding. Installation of permeable bound gravel surface and stone paved area in yard.	The PC sent comments to BANES to SUPPORT this application.
24/00892/FUL Springfield, High Street, Wellow, B	Erection of new 900mm high stone wall and 900mm high flood gates to the front of Springfield	The PC sent comments to BANES to SUPPORT this planning application.
24/00825/ADCOU Greenacres, Littleton Lane, Wellow	Conversion of existing agricultural building to residential dwelling house (Use Class C3) and associated operational development.	The PC sent comments to BANES to SUPPORT this planning application.

- d. The following planning decisions by B&NES Council since the last PC meeting were NOTED:

Planning Application number	Description of proposal	Decision by BANES
24/00386/TCA The Water Mill	Cooking Apple tree reduce by a third	NO OBJECTION
23/03521/TCA Dawn Rise, High Street	Erection of a replacement dwelling on the footprint of an existing dwelling on site.	PERMIT
24/00313/TCA Willow Barn. High Street	T1 & T2 Birch crown reduce by 10ft. T3 walnut crown reduce by 8-10ft. T4, T5 & T6 poplar.	No objection

8.5.24 Highways and Transport

The following updates were received:

- a. The resurfacing work on the High Street by BANES has been completed. Everyone NOTED that the work was done well.
- b. Speed Indication Device (SID): Investigations suggested that anyone working on the highway must be 'Chapter 8' qualified. Confirmation of this is required. Four volunteers will be needed to support the use of a moveable SID. A training company has been consulted. Onsite courses cost £2500 for up to 10 people. If six spare spaces can be filled by others, the cost to the council will be £1,000. If Chapter 8 compliance cannot be achieved, the alternative is for the device to be installed in a fixed location but a grant may not be available for this. Further enquiries will be made and neighbouring parish councils consulted.

- c. Proposed way forward for traffic calming: Following the example set by Camerton, the Council AGREED to arrange an onsite meeting with the District Councillor and BANES Highways Engineers to discuss options for Wellow.
- d. Drainage works at the West end of the Village and Farm Lane: The road has now been re-profiled and additional drainage added at 'The Pond'. BANES has permitted an application to build flood gates at Springfield. BANES intends to install a large drain in front driveways in this location to provide additional protection. A mesh needs to be installed in the railings of the existing drain near Bubblers Dytch.
- e. Issue of preventing HGV access in Farm Lane: Large vehicles continue to damage properties in Farm Lane. BANES traffic engineers agreed that HGV must be stopped from using this narrow lane. WPC will contact BANES about installing 'No HGV access' signs.

9.5.24 Wellow and Shoscombe Cemetery

The Burial Board accounts at the end of 2023/24 financial year have been received by the Council. An overspend of £3, 000 was reported. However, there is around £5,000 in the reserve account held for any emergency repairs and expenditure.

The Burial Board meeting held on 18th April 2024. The minutes of this meeting were sent to the councilors of Wellow PC and Shoscombe PC.

Discussions took place about the lack of enquiries about cemetery plots, current scale of charges and the need to publicize the availability of grave spaces for a purchase in perpetuity for local parishioners as well as outside residents. It was noted that the parishioners of Wellow and Shoscombe receive a 50% discount. If no income will be received by the Burial Board, the grant applications will be made to both Wellow PC and Shoscombe PC for the maintenance of the grounds. The applications will be submitted in December 2024 when the PCs set their budgets for the next year.

10.5.24 Community Bus

It was reported that the bus is still running. The fundraising activities are organized to raise abt £25,000 needed for the purchase of a replacement bus.

11.5.24 Play Park

- a. The installation of the new bench in the Play Park was NOTED. A plaque with Wellow PC slogan will be ordered and placed on the new bench.
- b. It was confirmed that an annual inspection of the play park is to be carried out in June 2024.

12.5.24 Environment

- a. Three tree stumps were left by the Church after the recent felling of trees by BANES. WPC and residents expressed concern that the parish council was not consulted. The Council will contact BANES to establish a process of collaboration with regards to future tree removals in Wellow. WPC understands that as Wellow is in AONB area, the trees are under Tree Preservation Orders and should not be fell.

Discussions took place about what to do with the tree stamps left?. The Local Tree Expert will also be consulted whether the tree stamps can be left to revive.

14.5.24 Community Infrastructure Levy:

It was NOTED that CIL funds of £3,480 received by Wellow PC in 2019 have now been spent as follows:

£1,500- contribution to purchase of a new compost facility; £371 on a new bench for the play park; £820 – repair of the Church clock; £790 on installation of a concrete pad for the new bench.

15.5.23 Finance and Administration

- a) It was confirmed there is no conflict of interest with BDO LLP Auditors. The form provided by BDO has been signed.
- b) The Parish Councils accounts for the year ending 31 March 2024 was APPROVED.
- c) The Internal Audit Report for 2023-24 was received and NOTED.
- d) ANNUAL GOVERNANCE STATEMENT 2023-2024 Section 1: The Annual Governance Statement was APPROVED. Members AGREED that the Chairman and the Clerk sign the Annual Governance Statement.
- e) ANNUAL ACCOUNTING STATEMENT 2023-2024 Section 2: The Annual Accounting Statement APPROVED. This section has been prepared and signed by the Responsible Financial Officer before the meeting. Members AGREED that the Chairman signs the Annual Accounting Statement.
- f) The dates of exercise of Public Rights were AGREED: Monday 3rd June 2024 to Friday 12th July 2024. The Notice is to be displayed on the PC's website and the noticeboard on the 31st May 2024.
- g) The Clerk reported that the new parish council website is nearly completed. The dates of transfer will be established when the External Audit is complete to avoid any confusion as the Auditors will be checking the PC's website.
- h) The Clerk reported that an invoice from OPUS Energy in the sum of £50.80 for was received in May. The Clerk contacted OPUS Energy to enquire about this charge, it appeared that a contract with OPUS Energy was renewed earlier this year, but no contract paperwork or email was received. The Clerk cancelled Direct Debit until further investigations.
- i) The following payments were ratified:

	Net	VAT	Total amount
PC Insurance 2023-24			£462.60
ALCA subscription 2023-24			£152.82
ROSPA Annual Playgrounds Inspection			£78.00
Internal Audit 2023-24. Clerks hrs x4			£64.08
Land Registry search payment £6 x 2			£12.00
Timsbury Clocks (CIL Money) approved min 9.11.23			£820.00
Parish Sweeper anniversary presentation (Chairmans allowance)	£74.14	£14.83	£88.97

To NOTE payments made since the last meeting:

	Net	VAT	Total amount
MC Renovations inv 1386 for concrete pad for installation of the new bench. (WVT donation used)			£790.00

Wellow 10K run event insurance Min 8.11.23. pending invoice			£30.00
BANES event application (Wellow 10K) min 8.11.23. pending invoice			£99.60
IONOS invoice for email hosting (standing order)			£10.20
Opus Electricity April invoice (direct debit)			£10.45
Staff pay			Available to Council Members
Home office expenditure			£24/mnth

- f. The National Joint Committee (NJC) pay award for the period from 1 April 2023 has now been agreed. As the Clerk is employed on NJC salary scale conditions, the new rate of salary is now payable including back dated increase from 1 April 2024.

16.5.24 Future PC meeting dates: The Village Hall has been booked for these dates:

8th July 2024; 9th September 2024; 4th November 2024; 6th January 2025; 3rd March 2025; 5th May 2025 (Annual PC Meeting).