

## DRAFT Minutes of BPC held on Tuesday, 23 July 2019 in the Rhymes

**Present:** Emily Wright (Chair), Derek Greener, Denise Craig, Andrew Lea and Catherine McCarthy who took the minutes as the Clerk was on annual leave.

### 1. **Public Participation**

1.1 Cotswold Wardens did not attend. They have since apologised for the diary confusion and will rearrange.

### 1.2 **Other Public Participation**

David Wilks used to live in Batheaston and has come up with the idea of selling ice-cream at the Riverside from his bicycle/ice box on certain days and weekends. He requested permission from BPC. **Discussion:**

- Jones sell ice cream, this will be a scooped version, so a different offering.
- The Farmers Market in Bath charge £15 per session of sale and Schockerwick Hse fair charged £10.
- The Secret Garden is closed until mid-August and may have impact.
- Option to set up on the pathway by the willow dome.
- Concern was raised over rubbish being dropped.
- DG advised Mr Wilks of the sale of dog ice cream which he will look into.
- It was decided that Mr Wilks should give it a trial run as we all agreed in the spirit of the venture.

**EW check with the Clerk about due procedure for BPC/B&NES approval**

A resident spoke about a planning application.

2. **Apologies** were accepted from BPC Clerk Sarah Orme, Paula Day, Patrick Vandesteen, Alexis Pavlou, James Jeffrey.

3. **There were no declarations of interest** from councillors.

4. **The meeting approved** the minutes of the meeting held on 9 July 2019

4.1 The grant of £10,000 for the Riverside paths should be referred to as received from the "Landfill Communities Fund".

**Clerk to Action BPC website  
All councillors to note for parish communications (EW/CM)**

*(Note: Ibstock Enovert have since sent very specific guidance re publicity requirements, which has been forwarded to councillors)*

### 5. **HR Committee Report**

5.1 5 November confirmed for next HR Committee.

6. The new schedule for monthly council meetings until May was approved, but with the working groups review moved to MONDAY 23<sup>rd</sup> September.

6.1 **Parking** – Annie has left Smart Parking. We now have the latest contract. We need the ‘inclusions’ and parameters for the appeal process. The functions are to be included. All councillors to **read through and formulate views as this will be signed off at September’s BPC.**  
**All Councillors**

6.2 **Highways Working Group Report** –

- **5-Ways Roundabout:** There will be no alteration to the 5-ways roundabout by B&NES. B&NES will not move the white line at Coalpit Rd as the roundabout will then have to be moved, which in turn causes difficulty for lorries turning from Bannerdown and oncoming traffic from Box. CM has asked B&NES to upgrade all the white lines at the roundabout and approaches. Might B&NES allow a mirror to be placed on the High St approach to Coalpit Rd for safety with BPC to pay?
- **Bannerdown:** The plan from B&NES Highways Engineers is to paint continuous vertical white lines each side of Bannerdown from the bend to the 5-ways. Their thinking is that these lines will close in the traffic and act as a safety feature for cars travelling in both directions.

**Identify the timeline from B&NES.**

**Highways Working Group**

- **Morris Lane:** AL has sent the information he provided to Highways WG on to Sarah Warren, Ward Councillor. Basically it is imperative that the NO ENTRY sign down to Morris Lane is made much clearer. An ACCESS ONLY sign is required. Large motorhomes park beside the existing No Entry sign which makes it invisible.

6.2.1 **Notice Board Strategy** – CM has spoken with Noticeboardsandwhiteboards.co.uk and they have agreed to keep their prices as per 2018. Measurements have been taken of Catherine Way board that requires replacing – a new one is required in Elmhurst by Fosse Lane pathway. Do we need just one board at the top of Elmhurst Hill by the post box? Catherine Way folk will not see it. There is a decent board in the storeroom that only requires minor repair. A carpenter to be found to do so. This to be placed on the Highways WG agenda. CM to ask previous councillor for the key to the Jubilee Oak notice board. Proposal for next BPC meeting.

6.3 **Play Area Working** – A meeting is being held on 30 July. JJ and PD will be brought up to speed and seek alignment on proposals to BPC. An outstanding action is the sign off of maintenance work.

**Chase maintenance work**

**Clerk**

- EW reported that the burnt-out bike was collected quickly. The tent by the brook has been reported but the police have not acted on this. CM has good relationship with PCSO Richard Reilly and ensured via Batheaston Forward that he was informed of the anti-social activity over one weekend, including two garage break ins. CM asked the PCSO to join Batheaston Forward which he has done.

- EW asked about a Neighbourhood Watch Group. There are pockets of residents who have formed their own.

6.4 **Riverside WG** – AL is the Co-ordinator and is meeting with Catherine Gregory of the Gardening Group on Thursday. CG requested a noticeboard for the Riverside area, this should be

part of the noticeboard proposal from Highways group They will also discuss whether a formal opening of the gardens be held once the work on the paths is complete. Should we arrange a party for the village?

The school are getting rid of a “sail” and BPC could take it on as this would be very handy in the Riverside and for the party.

**CM speak with the school.**

7. **Communications Strategy** to be phased in during the Autumn.
- We need to give a clear understanding of the Neighbourhood plan.
  - New websites, preferably WordPress which will provide councillors with email accounts.
  - All Working Groups will be fully visible to residents.
  - This will require a full relaunch to enable it to go direct to councillors emails and be fully compliant.
  - We need an easier website for residents to look at. We still require notice boards as some residents do not have email accounts/internet.
  - Could we do a through the door drop to residents for key communications?
  - EW will ensure the FB site is taken care of.
  - We need to bring in a new website method in order to help the clerk.
  - The Local Look requires all briefs to be with them by the around the 10<sup>th</sup> of each month. We should work one month ahead and should be working towards putting the Comms Strategy into the LL by the September deadline. We should put a year on the wall and publish a calendar schedule, plus any participation items.

8. **Planning** – The following planning application from B&NES was reviewed:

Application type: Full Application

Site Location: 276 High Street Batheaston Bath Bath and North East Somersert BA1 7RA.

Description of Proposal: Erection of two storey detached annexe with garage and ancillary accommodation in rear garden.

Reference Number: 19/02977/FUL Case Officer Rae Mepham

**It was resolved not to object – It was further resolved to submit the comments below:**

This development will incur increased traffic down the lane and will impact on road safety.

**The following decisions by B&NES were noted:**

Application Type: Tree Works Notification in Con Area

Site Location: **38 Northend** Batheaston Bath Bath and North East Somerset BA1 7ES

Description of Proposal: T1 – pine – shorten drooping and extended limbs that originate at 3m, 5m and 6m high by 2m, 3m and 4m in length respectively. Shorten the lesser competing leader by 2.5m.

T2 – yew – remove sections in direct contact with the wall.

Application Number: 19/02520/TCA/Case Officer: Jane Brewer

**No Objection**

Application Type: Listed Building Consent (Alts/exts)

Site Location: **163 High Street** Batheaston Bath Bath and North East Somerset BA1 7DW

Description of Proposal: Installation of a curved track stairlift to the existing staircase between the ground floor living room and the first floor bedroom and bathroom.

Application Number: 19/02045/LBA Case Officer: Adrian Neilson

## CONSENT

Application Type: Full Application

Site Location: **17 High Bannerdown** Batheaston Bath Bath and North East Somerset BA1 7JY

Description of Proposal: Conversion of existing double garage into new family room, alterations to front elevation of dwelling to include forming new front door entrance, enlargement of window and erection of tiled canopy above and the application of K-Rend system to all elevations

Application Number: 19/02273/FUL Case Officer: Rae Mepham

### PERMIT

9. **It was resolved to pay the following invoices and other costs that will fall due before our next council meeting:**

9.1 Viking Invoice Office stationery, stamps Invoice 389074 - £49.04.

**APPROVED**

9.2 Chris Rich for planting 18 hanging baskets and 4 new baskets - £286.00.

**APPROVED**

9.3 Grass cutting as per regular invoice frequency.

**APPROVED**

9.4 Utility bills falling due.

**APPROVED**

9.5 Wages due on 26 July and 26 August as calculated by payroll company.

Standard hours for all staff for July. Any changes to hours for August to be confirmed with HR Committee via email.

**APPROVED**

9.6 Payment into clerk's pension for January to July as calculated by payroll company at legal minimum rate for employer contributions.

**APPROVED**

10. **It was resolved** to pay up to £1,000 for any necessary emergency works as decided by clerk and chairperson or clerk and vice chairperson before the next council meeting.

11. **Chairpersons's Report:** "Thank you to all and have a nice Summer".

### Upcoming Meetings:

Our next BPC meeting will be at 7:15 pm on 10 September in the Rhymes Pavilion

These are open meetings

Members of the public are welcome to attend and may speak by invitation

Signed .....

Date .....