

PRISTON PARISH COUNCIL

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7 September 2012

Dear Councillor

You are summoned to attend an Ordinary Meeting of Priston Parish Council to be held on Monday 17 September 2012 in the Village Hall, commencing at 7.00pm.

Prior to the formal business of the meeting there will be an opportunity for electors of the parish to address the Parish Council on matters which cause them concern.

Yours sincerely

Christine

Christine Hunt
Clerk to the Parish Council

A G E N D A

1. To note apologies
2. Minutes of last meeting
3. Matters Arising
4. Minutes of extraordinary meetings to consider Planning Applications 12/01748/FUL (Revised documentation), 12/02908/FUL, 12/03084/FUL and 12/03415/FUL
5. Correspondence:
 Letter to Highways and response/Letter from resident regarding overgrown vegetation
6. Financial Report: To accept report from Clerk – (attached)
7. Parish Council's Insurance – to note renewal
8. Cheque Signatories
9. Governance – Councillor Hopwood
 - (i) New Code of Conduct – Councillor Davies
 - (ii) New Registers of Interest
 - (iii) New Declaration of Acceptance of Office
10. Neighbourhood Plans – Councillor Cross
11. Council Business – Paper prepared by Councillor Cross
12. Defibrillator: To accept report from Mr Wilkinson – (attached)
13. Priston Website: To accept report from Mr Bottle – (attached)
14. Footpaths and Bridleways: Councillor Whybrow advised he has nothing to report
15. PACT meeting 15 October at Combe Hay (items for inclusion) – Councillor Hopwood

Continued over

16. Forthcoming meetings outside parish:
B&NES Group ALCA Wednesday 26 September
AGM ALCA Saturday 6 October, Bradley Stoke
Parishes Liaison Wednesday 17 October
17. **Planning Application/s:**
Land between Church Farm and Church Farm Lane – Erection of new detached dwelling and associated external works – to note Tree Preservation Order and continuing dialogue
Village Farm, Priston – Erection of first floor extension and associated minor external alterations – to note Parish Council’s response to, and receipt of consent from, Planning Service
Priston Village Hall – Removal of existing asphalt from the area immediately to the rear of the hall and along the back of the hall to the pedestrian entrance and replace with sandstone slabs and landscaping – application recently received and considered.
Arum House, High Street, Priston – Alterations to roof and erection of rear extension – application recently received and considered.
Street Record, Priston Lane, Priston – Use of land and building as a builders’ yard (Certificate of Lawfulness for an Existing Use) – documentation recently received
18. Date of next meeting: Monday 19 November 2012 commencing 7pm
19. Any other business

Financial Report for meeting of 17 September 2012

Balance at bank as statement dated 29 June 2012		£3,125.18
	Incl	£917.48 Defibrillator Account

Cheques written since last meeting 16 July:

Clerk salary and reimbursement	£574.72
Subscription to CPRE	£29.00
Insurance Renewal	£312.68

Outstanding payments -

to Clerk:

Three months' salary (1 July – 30 September)	£500.00
Reimbursement half of 3 months' broadband upgrade (as agreed)	£21.75
Reimbursement of 1 black printer refill cartridge	£14.99
Reimbursement of petty cash expenses	£15.00
Reimbursement to D Pattison for memory stick	<u>£12.00</u>
TOTAL	£563.74

Invoice not yet received in respect of ALCA course attended by Councillor Davies 4/9/2012	£30.00
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Fee to Mazars (External Auditors) due September	£50.00 Plus VAT
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Christine
7 September 2012

Parish Councillor Training

Several Issues came out of the training that I think we should consider.

1. Finance:

It was most strongly emphasised that a Parish Council should hold considerable reserves in case of contingency [and that could include a Neighbourhood Plan].

For large councils, the figure was put at possibly £15,000 +. For small councils a figure was not given but it was suggested we should be thinking of around some 75% of our precept to hold in reserve, built up over possibly 2-3 years. When discussing the electorate response to the resulting increase on their council tax Peter Duppa-Miller felt that the council should point out that it was less than people normally spent on [for example] their mobile phone usage.

2. Budget:

Commence thinking about next year's budget in June and over estimate rather than underestimate aspirations and then cost them. When prioritising, consider involving the wider community in "community budgeting" while at the same time giving them realistic costs and remind them that the Council's income comes only from the precept.

3. Precept:

The Parish precept is currently not capped but that might change in future. It is best to always carry the electorate with the council, possibly by using a public meeting if there is a need to increase the precept, because if there is local discontent the Unitary Authority can be approached by the electorate to hold a referendum on the council. Such a referendum would cost each elector whether they voted or not. If a majority of the Parish's electorate were shown to be unhappy with the council's performance, the Unitary Authority would supervise the council until the next election. However, it is Central Government who would identify what was constituted an excessive increase in Council Tax.

4. Meetings:

A council can hold a meeting in a private house providing the householder agrees to admit any of the electorate who wish to attend and provided there is no impairment on access for disabled people [Wilmington]. The Unitary Authority does not have to grant approval. However a meeting cannot be held in any area of a public house where alcohol is available.

Agenda:

That the heading should not only summon councillors but also invite members of the public to attend, remind them that there is a period of 15 minutes before the meeting when issues may be raised and suggest they contact the Clerk if they wish to speak.

Minutes: to mention that the draft of the last meeting have been circulated and are on the website.

That rather than use "Matters Arising", items should become an agenda item so that the electorate knows in advanced what will be discussed.

That under finance there should be a list of cheques that have been or are to be signed, and by whom, so that there is a clear audit trail.

That under Planning Applications the Chairman should remind the electorate that the parish council may only make a recommendation, and has no power to make a decision.

That there should be no AOB because the electorate will not know what that covers – a councillor should always contact the clerk to add a short agenda item

Minutes:

That no councillor should ever be mentioned by name, even when the subject appears innocuous, as requests under Freedom of Information can be with malicious intent.

The Priston Web
Report to Priston Parish Council for Meeting on 17 September 2012

Key updates since the July meeting:

- latest Parish Council minutes and agenda, plus offer from B&NES Council Chairman for support to local groups and businesses, and update received from Broadband project;
- photos from the Boules tournament, plus links to photos taken by Matt Cardy of the recent Barclay XI match at Priston Cricket Club;
- forthcoming calendar items including Festival, PAGE litter pick, Harvest Festival, Safari Supper and Cricket Club Quiz;
- 2012 Festival updates;
- link to a set of unique interviews with Neil Armstrong, following his recent death;
- further news items from *thisissomerset*;

Suggestions/contributions for additional content are most welcome.

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