

The following are the DRAFT minutes of an Ordinary Meeting of Priston Parish Council which was held on Monday 25th January 2016 in the Village Hall, Priston. These have not yet been approved as an accurate record of proceedings.

Councillor Pattison presided and Councillors Davies, Hassard, Hopwood, Lawton, Lippiatt and Whybrow and the Parish Clerk were present. The Chairman welcomed village residents Mrs Cross and Mr Wilkinson and District Councillor David Veale.

Prior to the commencement of the meeting, the Chairman requested the approval of the Parish Council for District Councillor Veale to join the Council instead of sitting with residents. Approval formally given.

The Chairman continued by asking residents if they wished to address the Council. Mrs Cross referred to the Draft Placemaking Plan which had recently become available for consultation and to the Parish Council's input in this document. Agreed Councillor Davies and Mrs Cross compile a response to be forwarded by the stipulated deadline.
Action: Councillor Davies and Mrs Cross

1. Apologies were received from Mr Bottle.
2. **Minutes of the ordinary meeting** held on 16th November 2015. The minutes having been distributed by email to Councillors, were approved as an accurate record of proceedings and signed by the Chairman.
3. **Matters Arising - Contact with new residents** – Councillor Lawton had drafted a list of suggested items for inclusion in a handout to new residents which the Chairman commented should be no more than two sides of A4. Agreed new residents be directed to the Priston Website. Councillor Hassard offered her support to Councillor Lawton.
Action: Councillors Lawton and Hassard
Standing Orders – The Clerk apologised for her oversight in this respect and would contact the local tree surgeon in the next few days.
Action: Clerk
Online Mapping – Councillor Davies and Mrs Cross spoke briefly on the meeting which they had attended on 9th December 2015.
4. **Correspondence** – An invitation had been received to nominate two Councillors or a Councillor and guest to this year's Royal Garden Party. Councillor Lawton proposed that the Chairman and Mrs Pattison should be again nominated for this honour.
Action: Clerk
5. **Financial Report** – The report distributed by email to Councillors, published on the Priston Website and a copy placed on file, was read to the Council. The balance as bank statement of 31st December 2015 was £7,498.06. Noted cheques written since the previous meeting and included in this statement. Not included in the Bank Statement was the Clerk's salary and reimbursement of broadband charges for the three months September to December inclusive, totalling £780. A copy of the financial report would be filed in the minute book and published on the Priston website as customary.
Action: Clerk
6. **Precept for the year 2016/17** – As in previous years the Clerk had prepared a projected budget for the coming financial year, copies of which were distributed to Councillors for consideration. Noted an estimated balance in the accounts of approximately £5,500 at 31st March 2016. The Clerk reported she had contacted the Parish Council's insurers and been advised that, for a further three year long term agreement, the premium per year would be £273.75. The possibility of purchasing a computer for the new Clerk was commented upon. Agreed there were sufficient funds in the Parish Council's accounts to cover this purchase if necessary. The Chairman to discuss this with Mrs Callan. After further discussion it was agreed to request a precept of £6,000 which was £210 less than the previous year. Noted £30 would be received from the District Council as Council Tax Support Grant. The Clerk to arrange the necessary documentation.
Action: Chairman and Clerk
7. **Village Design Statement: Trees of Special Interest** – Councillor Hassard attended a Planning Training Session on "Landscape and Trees" and was advised that any individual, or indeed, groups of trees that are considered to be important or significant in terms of helping to enhance or create the visual, environmental, social and economic aspects of the village should be highlighted in our Village Design Statement.
8. **Grant of Dispensation** – A Grant of Dispensation for Priston Parish Council had been approved by the Clerk. Any Councillor with a Disclosable Pecuniary Interest would now be able to be involved in discussions about matters relating to the Village Design Statement.
9. **BANES' Planning Training Sessions** – Noted that these training sessions had proved to be interesting and informative and that PDF files were available.

10. **Application for the Position of Clerk to the Parish Council** – The Chairman was pleased to report, that together with the Vice-Chairman, he had spoken with Mrs Louise Callan and formally agreed that she be appointed with effect from the Annual General Meeting in May. He continued by advising that he was including her in all emails which he sends to Councillors but on which she would not be required to take any action.
11. **Christmas Lights** – The Chairman advised he had been approached by a resident with the suggestion that the walnut tree on the Village Green be festooned with lights at Christmas time to complement the candles through the village on the Sunday before Christmas. He continued by suggesting that an external socket be fixed to the wall of the hall, which could also be used for the supply of electricity for MayDay and the Festival. Councillor Lawton was requested to investigate the costs involved in the purchase of suitable lights.
Action: Councillor Lawton
12. **Arrangements for the Annual Parish Meeting** – The Chairman gave background information on this meeting scheduled for Monday 21st March and which is separate to the Annual General Meeting. It was agreed the Clerk write to all local groups and organisations to extend an invitation for representatives to give a brief report on their activities in the past year and plans for the coming year. Councillor Hopwood was asked if, following the formal business of the APM, he would consider giving a talk on the history of Priston Mill.
Action: Councillor Hopwood and Clerk
13. **HM The Queen’s 90th Birthday Celebrations** – A letter had been received from the National Association of Local Councils encouraging all councils to join in the lighting of beacons across the United Kingdom on the evening of 21st April to celebrate the Queen’s Birthday. It was agreed that a beacon should again be lit on Pensdown Hill, as on previous occasions, if the permission of the Pow family is given. Councillor Lippiatt was authorised to liaise and request the necessary approval. **Action: Councillor Lippiatt**
14. **Defibrillator** – Noted the fortnightly checks continue to be carried out by Mr Wilkinson and the Clerk files copies of the completed reports. Mr Wilkinson advised he was awaiting confirmation of a date for a training session in the use of the new defibrillator. He anticipated this would be 3rd February at 6.30pm. A position for the original defibrillator has yet to be decided.
15. **Footpaths and Bridleways** – The report submitted by Councillor Whybrow regarding two newly installed gates across bridleways had been published on the Priston website and a copy placed on file. Councillor Hopwood advised he would be meeting with the Public Rights of Way Officer regarding a new gate on a bridleway at Priston Mill. Councillor Whybrow said that following a complaint from a resident regarding electric fencing in the parish, the matter had been discussed with the Public Rights of Way Officer and the farmer concerned and a reply sent to the resident.
16. **Roads and Highways** – The report prepared by Councillor Lippiatt had been distributed to councillors, published on the Priston Website and a copy placed on file. It was noted (a) no action had yet been taken to alter the entrance at the livery of Village Farm due to the unfavourable weather conditions, and (b) a telegraph pole had been removed from Parcel 5856, the 20mph signs removed and left on the verge. The Clerk to request their reinstatement on the new pole. **Action: Clerk**
Councillor Hopwood requested the clearance of a gully at the junction of Mill Lane and the Marksbury Road and the Chairman referred to the gully and drain at the entrance to Church Farm which also needed attention. The Clerk to contact the Highway Department regarding both of these. **Action: Clerk**
Councillor Lippiatt, with input from District Councillor Veale, gave a further update on the situation with regard to the flooding problems on the Farmborough Lane and advised of recent discussions.
17. **Priston Website** – The report submitted by Mr Bottle, advising of updates since the previous meeting, which had been distributed by email to Councillors and published on the website, was accepted and a copy placed on file..
18. **Planning Applications** – None currently under consideration.
19. **Meetings to be attended outside the parish** – BANES’ Group ALCA 27th January: Councillor Lawton and the Clerk to attend. Parishes Liaison Meeting 24th February: Councillors Davies and Hassard to attend.
20. **Date of next meeting** - Monday 21st March commencing 7.00pm followed immediately by the Annual Parish Meeting.
21. **Any Other Business** –District Councillor Veale spoke regarding fibre optic broadband and also on elections due to be held in BANES in the coming months.