

The following are the DRAFT minutes of an ordinary meeting of Priston Parish Council held on Monday 7 July 2003 in the Village Hall, Priston. These have not yet been approved by the Parish Council.

Mr Hughes presided, Mrs Bowyer, Mrs Cross, Miss Nokes, Mrs Seymour, Mr Whybrow and Parish Clerk were present.

The Chairman welcomed Mr M Geake and Councillor Mrs Todd.

1. **Minutes** The minutes of the meeting held on 12 May 2003 were read, confirmed as an accurate record of proceedings and signed by the Chairman.
2. **Matters Arising:**
 - Potholes** - Noted that white lines have been painted in Mill Lane prior to repairs.
 - AGM - Book Tokens** - A letter of thanks was read from Mr Perriton. The Clerk advised that Mr Jones had conveyed verbal thanks. Mr Hughes advised that, together with the Clerk, he had taken "Chairman's Action" and increased the value of the book tokens presented to the retiring Councillors from £10 to £15 each. This action was supported retrospectively and Councillors agreed to contribute a further small amount towards the cost.
3. **Correspondence -**
 - (i) Overhead Cables** - The Clerk read a letter received from Mr Stephen Jones requesting the electricity cables in the road approaching the church be re-routed underground. After discussion it was agreed that the Clerk write to Western Power and also British Telecom to request their consideration of this.
 - (ii) Local Plan** - The Clerk advised of meetings arranged by Planning Services to consider representations made on the Local Plan Deposit Draft 2002.
 - (iii) Parish Sweeping Scheme** - A letter from Direct Services was read in which the Parish Council was requested to check the list attached and confirm that all Zone 3 roads had been included.
 - (iv) Provisional Map of open country and registered common land** - Mrs Hunt advised that she had placed this map on a pin board in the village hall for electors to view.
4. **Co-option of Councillor** - Mr Martin Geake, having agreed to be co-opted as a Parish Councillor, was welcomed in this capacity by the Chairman. A Declaration of Acceptance of Office form was signed by Mr Geake and witnessed by the Clerk who would notify B&NES' Solicitor of this appointment. Register of Interest and Code of Practice documentation was given to Mr Geake by the Clerk with the request that he sign as appropriate and return to her.
5. **Financial Report** - The Clerk reported a balance at the bank of £774.94 and a cash balance of £5.87. Mrs Hunt advised that she had received the new insert pages for the Practitioners' Guide at a cost of £11.99 and settled a recent account in the sum of £8.17 with Bristol Water. Referring to the meeting held in February at which the precept was set, the Clerk requested the formal agreement of Councillors to make the annual donations to The Link and Village Hall. Formally proposed by Mrs Seymour, seconded Miss Nokes, that £100 be paid to The Link and proposed by Mr Whybrow, seconded Mrs Cross that £75 be paid to the Village Hall. Mrs Hunt advised that she had recently received renewal documentation from Avon Local Councils Association (ALCA) of which the Parish Council had at one time been a member. After discussion, during which the Chairman advised that this association has access to expertise which is very useful, it was proposed by Miss Nokes, seconded Mrs Seymour and agreed that the renewal fee of £47.74 be paid. Concluding the financial report, Mrs Hunt advised that she had again telephoned District Audit but no invoice for the audit of years ending 31 March 2000 and 31 March 2001 had yet been received.

- 6. Annual Return for year ended 31 March 2003** - The Clerk reported that she had fulfilled all the requirements in the completion of the Annual Return and received a visit from the Internal Auditor who had made two recommendations; (i) a record of complaints to the Parish Council should be held and (ii) a third signatory be appointed. After discussion it was agreed that (i) the Clerk provide a suitable file but that any resident wishing to make a complaint should do so in writing and (ii) Mrs Bowyer to act as third signatory. Noted that two signatures only would continue to be needed on cheques. Bank Mandate forms to be completed as necessary. The Clerk presented Sections 1 and 2 of the Annual Return which were accepted, agreed by the Council and signed by the Chairman and Clerk. The Return would be passed to the Internal Auditor for his completion of Section 4 before submission to the auditors appointed by the Audit Commission.
- 7. Village Green -**

(a) Grass Cutting - As there were no volunteers to attend to this seasonal task Mr Hughes agreed to continue to cut the grass as he had in recent weeks.

(b) Drinking Trough and Fountain - Councillors were informed of an ongoing problem in the area of the fountain and well as local children have found it possible to turn the water on and leave it running.

Also noted stones from around the well are being pushed into the outlet of the fountain causing it to become blocked and to overflow. Mr Hughes requested the approval of the Councillors to cover the stones around the well with tarmac. Bags of tarmac cost approximately £8 each. Agreed. It was hoped that at some time in the future funds would be available to enable paving to be laid in the area.
- 8. Parish Plans (The Countryside Agency)** - Agreed after discussion that (i) this was an exceptionally good idea; (ii) the parish is too small to undertake this project and (iii) a lot of work would be entailed by just a few people. Documentation passed to Mr Geake to enable him to have the opportunity to read it. Mrs Cross was requested to write an article for the Link.
- 9. Priston Website** - Nothing to report.
- 10. Former Skittle Alley, Ring O'Bells** -Declaring her interest in this item, Mrs Seymour reported that the construction of this dwelling is going ahead despite her representations to the Planning Office. Mrs Seymour had recently received a formal letter from the Planning Officer stating that the building is fine and that he will not correspond with her and her husband in future except through their solicitor. Mrs Seymour advised they would be writing to the Chief Executive of B&NES to make an official complaint against the Planning Officer as advised by the ombudsman with whom she had been in contact. Mrs Seymour reported in detail on her conversations with the architect who had drawn the plans for the original house for this plot. It was emphasised that the whole of the house being constructed by her husband had been measured and it complies with the plans drawn for them.

The Council ratified the action of the Chairman and Clerk in writing to the Planning Officer, on 14 and 29 May. Noted no acknowledgements had been received. Agreed that the Parish Council would continue to press for action to be taken by the Planning Office. Councillor Todd in giving her support to Mrs Seymour and the Parish Council agreed that this was a very difficult situation. She advised that the Planning Officer would, within the next few days, again visit the site to take measurements. He would be contacting Mrs Seymour and Mr Rowbottom to arrange to meet with them.

In closing the discussions on this matter, the Chairman thanked Mrs Todd for her support.

11. Planning Related -

(i) The meeting was reminded it had been agreed, at a previous meeting, that a meeting with a member of the Planning Team, similar to one held on a previous occasion, would be beneficial as new members had been elected to the Parish Council. Mrs Todd agreed to make arrangements as appropriate.

(ii) **Land Adjacent to Hill Farm House** - Notification received that the appeal had been upheld.

(iii) **Stable Block, Blind Lane, Tunley** - The appeal had been dismissed. Referring to the moveable stables on another plot of land in the same area, the Chairman advised that the Enforcement Officer had written to the land owner.

(iv) **Bramble Barn** - The Chairman advised a Councillor had contacted him regarding a larger dormer window being constructed into the rear of the garage at Bramble Barn. Mr Hughes reported that he had spoken to the new owners of this property who undertook to contact the Planning Office and complete whatever paperwork was necessary.

12. Any other business :

(a) Mrs Todd reported briefly on the cabinet elected within B&NES since the elections advising that a Liberal Democratic Councillor had been elected as Leader. She now had a different role to last year and would be responsible for Environment and Sustainability.

(b) **Standards Board** - The Clerk distributed, to all Councillors, revised copies of booklet "How Do I Register and Declare Gifts" received from the Standards Board.

(c) **Cluster Meeting** - Noted that the next Parish Cluster Meeting would be held at Wellow Village Hall on Monday 22 September.

(d) Mr Hughes reminded the District Councillor that there had not been a meeting of Chairmen and Clerks with Mrs Todd since the elections. Mrs Todd to give this consideration.

(e) **Telephone Box** - Noted that the village's telephone box had not been cleaned for some considerable time. The Clerk requested to contact BT.

(f) **Archaeological Dig** - In response to an enquiry, Mr Hughes advised that Bristol University were no longer involved with the dig in the field behind Hill Farm but that Bath and Camerton Archaeological Society were interested.

(g) **Ford - Priston Mill** - Mr Whybrow reported that he had been in contact with the Public Rights of Way Enforcement Officer and it had been suggested that stepping stones would be in keeping in this situation. Councillors accepted this suggestion and the Clerk was requested to write to confirm.

13. Date of next meeting Agreed the next meeting be held on Monday 8 September 2003.

There being no further business for consideration the Chairman again thanked Councillors for their attendance and participation and declared the meeting closed at 8.55pm