

The following are the DRAFT Minutes of an Ordinary Meeting of Priston Parish Council held on Monday 16th November 2015 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 Anderson, Mrs Callan, Mrs Cross, Mr Girdlestone, Mr Wilkinson and District Councillor David Veale.

1. There were no **apologies**.
2. **Minutes of the ordinary meeting** held on 7th September 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: Garden Fires** – No further reports of problematic fires had been received.
Waste Campaign/contact with new residents The Clerk advised she had not had a response from the adjacent parish which she had contacted by email. Mrs Anderson commented that she visits new residents to welcome them to the village. At the conclusion of the brief discussion on this item Councillor Lawton was requested to propose the way forward. **Action: Councillor Lawton**
Parked vehicles No action had been taken in this respect as it appeared that vehicles were no longer being parked next to the Village Green.
Damage to small green – Commented that stones and earth had been deposited but agreed no further action be taken at this time as a promise had been given that the damage would be rectified on conclusion of the new build on the High Street.
4. **Correspondence** –The Chairman advised he had recently written to the developer of Parcel 5856 as it would appear the plot had been given the postal address of “Hill Farm” with the consequence that builders’ lorries have recently been directed to “Hill Farm House”.
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 at the bank as bank statement 30th September was £4,616.46 which had included the anonymous donation to cover the cost of purchase of a new defibrillator. Noted cheques written since the previous meeting: purchase of new Defibrillator £2,754, Village Design Statement/Lucky Draw £50, Clerk’s salary and reimbursement half three months’ Broadband charge £780 which were included in the above bank statement figure and also Green Thumb Lawn Autumn Treatment of £17. The balance at the bank at 9th November was £4,599.46 which included the second half of the precept £3,125 (including £20 Council Tax Support Grant) received 1st October.
The annual payment to The Link (£50) and Village Hall (£75) were agreed. The Chairman advised of a request for financial support to enable the annual purchase of gifts for village children from Father Christmas. After brief discussion it was agreed unanimously to contribute £60 as the previous year and also to make this an annual payment.
Payment due at the end of December: Clerk’s salary and reimbursement of three months’ broadband charge and Green Thumb treatment of Village Green due 3rd December.
The Clerk reminded the Parish Council that, at a previous meeting, it had been agreed to purchase a grit bin to be sited on the Farmborough Lane to enable the treatment of the hill near Pressbarrow Cottage. It was agreed Councillor Lippiatt and the Clerk obtain quotations and arrangements be made to purchase this bin before the onset of winter. **Action: Councillor Lippiatt and Clerk**
Concluding the Financial Report, the Clerk advised she had received notification the Council Tax Support Grant was to be reduced over the next few years from £40 in the year 2015/16 to £30 in 2016/17 etc.
6. **Standing Orders** – Councillor Hopwood spoke on information recently received regarding Health and Safety and the need for any contractor, eg Tree Surgeon, which the Parish Council may employ in the future, to have an up to date Risk Assessment.
The Clerk to circulate to Councillors documentation recently received on the new Audit Arrangements. **Action: Clerk**
7. **Village Design Statement** – Councillor Davies reported that there had been widespread participation by the members of the group and a further meeting would be held in December. Noted that consideration of the Placemaking Plan by BANES had been set back to 30th November.
8. **Grant of Dispensation** – The Chairman explained that by law a Grant of Dispensation had to be approved to enable Parish Councillors to be involved in discussions about matters, relating to the Village Design Statement, where they have a Disclosable Pecuniary Interest. The Clerk to again distribute the email to enable all Councillors to formally request that they be granted Dispensation. **Action: Clerk and all Councillors**

9. **BANES' Planning Training Sessions** – Councillor Hassard reported that the three Training Sessions, which she had attended, were very interesting and informative. She had found the session on “Enforcement” of particular interest. The Chairman to attend the session on 18th November. No decision made on attendance at the final session on 13th January. **Action: Chairman**
10. **Application for the Position of Clerk to the Parish Council** – The Chairman advised that a formal application had been received from one resident and another resident had expressed an interest in the possibility of sharing the duties with the current Clerk. Agreed the Chairman place a further short article in The Link giving a deadline of 16th December for applications. The Chairman and Vice-Chairman would carry out interviews and make a recommendation to the Parish Council before the next meeting. **Action: Chairman**
11. **Defibrillator** – Noted the fortnightly checks continue to be carried out by Mr Wilkinson and the Clerk files copies of the completed reports. An order had been placed for the new defibrillator and an awareness course would be arranged to familiarise trained residents in the use of the new machine. Consideration was being given to the possibility of the original machine being sited at the lower end of the village.
12. **Footpaths and Bridleways** – Councillor Whybrow advised he had nothing to report to this meeting.
13. **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.
The Clerk was requested to arrange the cleaning of gullies and reinstatement of displaced kerb stones on Priston Hill **Action: Clerk**
Councillor Lippiatt, with input from District Councillor Veale, gave an update on the current situation, with regard to the flooding problems on the Farmborough Lane, advising of recent discussions.
14. **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. The Council was advised, by one of the residents in attendance, that Truespeed were going ahead with arrangements to install Fibre Optic Broadband in the village as they had contacted her.
15. **Planning Applications** – None currently under consideration.
16. **Meetings attended outside the parish** – Councillors reported briefly on meetings they had attended as representatives of the Parish Council.
17. **Meetings to be attended outside the parish - Meeting of Bathavon Area Forum:** Thursday 19th November. The Clerk to convey apologies. **Parish Online Mapping:** Wednesday 9th December. The Chairman and Councillor Davies to attend. Mrs Cross, advising that she was happy to help out until a Parish Councillor and the new Clerk are confident in the use of this system, would also attend. **Action: Chairman, Councillor Davies and Mrs Cross**
18. **Schedule of meetings for 2016:** The Clerk had prepared a list of meetings for the coming year as customary: 25th January, 21st March (Ordinary and Annual Parish Meetings) 16th May (Annual General and Ordinary Meetings), 11th July, 12th September and 21st November and would liaise with regular users of the Village Hall and the Booking Manager prior to publication. **Action: Clerk**
19. **Date of next meeting:** Monday 25th January 2016 commencing 7.00pm.
20. There being no further business for discussion the Chairman declared the meeting closed and thanked councillors and residents for their attendance and participation.