

The following are the DRAFT minutes of an ordinary meeting of Priston Parish Council held on Monday 19th November 2012 in the Village Hall, Priston. These have not yet been approved as an accurate record of proceedings.

Councillor Pattison presided and Councillors Cross, Davies, Girdlestone, Lippiatt and Whybrow and the Parish Clerk were present. The Chairman welcomed village resident Mrs Anderson and District Councillor Veale.

1. **Apologies** received from Councillor Hopwood.
2. **Minutes of the ordinary meeting** held on 17th September 2012, having been distributed electronically to Councillors, were accepted as a true record of proceedings and the minute book signed by the Chairman.
3. **Matters Arising: Insurance** - Councillor Davies confirmed that all aspects of the insurance were satisfactory.
4. **Correspondence** - Noted letter written to landowner regarding complaints received on the overgrown condition of Parcel 5856 High Street and that no reply had been received. Enquiries to be made to confirm address prior to the despatch of a further letter. **Action: Councillor Lippiatt**
Letter written to BANES' Highway Maintenance enclosing licence application completed by the Chairman in respect of the refurbishment of the small village green.
5. **Financial Report** - The report distributed electronically to Councillors was read to the Council, noting a balance as bank statement of 28th September of £1,600.05 including £917.48 in the defibrillator account and the cheques written since the previous meeting on 17th September. Also noted receipt of second half of precept £2,180 and donation to the defibrillator account of £27.99. The Clerk requested ratification to pay her salary for the three months ended 31st December plus reimbursement of expenses incurred in that period on behalf of the Parish Council. The Clerk advised that, once again, since the report had been prepared it had been necessary to arrange replacement of a cartridge for the printer in the sum of £14.99. Agreed to include this amount in the current reimbursement. Agreed to make the customary donations of £50 to The Link and £75 Village Hall and also renew membership with the Cam Valley Wildlife Group (£5). The Clerk advised she had not yet received the usual letter from MidNorton and Radstock Ring and Ride, requesting a donation and confirmed that an amount of £30 was remitted last year. After discussion agreed to pay a maximum of £40, if a request is received, without the necessity of the Clerk holding this over until the next meeting.
The Clerk concluded by informing the Council she had been advised the monthly charge for the Broadband package would be increased to £15.50 from 1st January 2013 instead of £14.50 as currently. Agreed she be reimbursed for 50% of this charge as at present. **Action: Clerk**
6. **Preliminary Discussion on Precept** – The Clerk distributed copies of projected budget for the year 2013/14 for consideration by Councillors. This resulted in a brief discussion on the current financial situation. The Clerk to prepare further figures for the next meeting in January which will give information nearer the end of the financial year. **Action: Clerk**
7. **Governance** – In the absence of Councillor Hopwood the Chairman referred to the **New Code of Conduct**, copies of which had previously been distributed to Councillors. After some discussion it was agreed the reference to “the Council’s Proper Officer” be changed to “the Parish Clerk” and the reference in Appendix A to “or the person with whom the member is living as if they were spouses/civil partners” be removed from the separate clauses and placed as a footnote at the end of the table for ease of reading and comprehension. After these amendments had been noted, it was agreed unanimously the document be adopted by the Parish Council. **New Registers of Interest** were distributed to Councillors with the request that they be completed in the next seven days to enable compilation and despatch to the BANES’ Monitoring Officer within the 28 day deadline. **Action: All Councillors and Clerk**
8. **Neighbourhood Plans** – Noted receipt of advice of Neighbourhood Planning Workshops in the new year. Advice had also been received of Briefing Session on the BANES’ Local Development Framework to be held on Monday 26th November. Noted this was limited to two representatives from each Parish Council. The Chairman, Councillor Cross and Councillor Davies expressed an interest in attending. The Clerk to advise that the former would attend and request “first refusal” of a third place for Councillor Davies. **Action: Clerk**
There was discussion on the need to hold a public meeting to involve parishioners in the discussions on “Community Right to Bid”, “Neighbourhood Plans” and “Placemaking Plans”. Agreed this be held on Saturday 12th January 2013 in the Village Hall following the Saturday Café. The Chairman to arrange publicity for the December edition of The Link. **Action: Chairman**
9. **Defibrillator** – The report received from Mr Wilkinson and distributed electronically was accepted and a copy placed on file
10. **Priston Website** – The report submitted by Mr Bottle, and which had been distributed electronically, was accepted and a copy placed on file.

11. **Footpaths and Bridleways** –Councillor Whybrow advised he had nothing to report to this meeting. Councillor Cross referred to a stile at Rockhill which is difficult to negotiate and requested Councillor Whybrow to enquire if it was possible for this to be replaced with a “kissing gate”. **Action: Councillor Whybrow**
12. **BANES’ Group ALCA meeting** the Chairman and Councillor Davies regretted they had been unable to attend this meeting.
13. **PACT meeting** – In Councillor Hopwood’s absence, no report available.
14. **Parishes Liaison Meeting** – the report of the meeting, attended by the Chairman and Clerk, and which had been distributed electronically was accepted.
15. **Planning Applications:**
 - Priston Village Hall – Removal of existing asphalt from area immediately to the rear of the hall and the back of the hall to the pedestrian entrance and replace with sandstone slabs and landscaping** – Noted receipt of consent form from Planning Services.
 - Arum House, High Street – Alterations to roof and erection of rear extension** – Noted receipt of consent form from Planning Services.
16. **Schedule of meetings for 2013** – The Clerk had prepared a list of meetings for the coming year as customary, ie; 28th January, 25th March (Ordinary plus Annual Parish), 13th May (Annual General Meeting plus Ordinary) 15th July, 9th September and 18th November. The Clerk to liase with regular users of the Village Hall and the Booking Manager before publication.
17. **Date of next meeting:** Monday 28th January 2013, commencing 7pm.
18. **Any Other Business:** Noted (a) the necessity to commence arrangements for the Annual Parish Meeting on 25th March 2013 and (b) the overdriving of the small village green which is currently under refurbishment. The suggestion was made that the advisory “no parking” white line be extended. The Clerk to contact the Highway Engineer for his advice and support. The Chairman referred to the condition of the village green and volunteered to obtain a quotation for it to receive periodic attention. **Action: Chairman and Clerk**

There being no further matters for discussion the Chairman declared the meeting closed at 8.20pm thanking Councillors, resident and District Councillor for their attendance and participation.