

The following are the DRAFT minutes of an ordinary meeting of Priston Parish Council held on Monday 26th January 2015 in the Village Hall, Priston. These have not yet been approved as an accurate record of proceedings.

Councillor Hopwood presided and Councillors Cross, Davies, Girdlestone, Lippiatt and Whybrow and the Parish Clerk were present. The Chairman welcomed village residents Mrs Callan and Mr Wilkinson.

Prior to the commencement of the formal business of the meeting, Mrs Callan referred to a newsletter recently distributed throughout the parish by the District Councillor, the main subject matter of which had been Rural Broadband. Mrs Callan requested further information on the current situation. The Chairman responded by advising that several councillors had met with representatives of British Telecom and a fibreoptic line had been promised for 2016. The Chairman concluded his response by advising that the Parish Council is continuing to pursue the installation of faster rural broadband on behalf of the parish.

1. **Apologies** received from Councillor Pattison.
2. **Minutes of the ordinary meeting** held on 17th November 2014 having been distributed by email to Councillors, were approved as an accurate record of proceedings and the minute book signed by the Chairman.
3. **Matters Arising:**
 - (i) **Projector Screen** – The Parish Council Chairman to continue to make enquiries regarding the purchase of a suitable screen for Council use. **Action: Chairman**
 - (ii) **Parish Ranger Scheme** – The thanks of the Parish Council were extended to the members of the PAGE group who had recently taken on some of the roles of the Parish Ranger.
 - (iii) **Priston Brook Retaining Wall** – The Clerk advised she had again contacted the Highways Maintenance Team regarding further deterioration of the wall and received a response advising the work had been passed to the contractor for repairs to be carried out early in the New Year.
 - (iv) **Dog Waste Bins** – The Clerk reported that she had been advised dog waste bins would not be emptied by BANES' Cleansing Department. No further action to be taken at this time.
 - (v) **Archiving of Planning Documentation** – Arrangements would be made in the near future to reduce the amount of paperwork filed by the Clerk. **Action: Chairman and Clerk**
4. **Correspondence:**
 - (i) **Royal Garden Party** – The Clerk advised a communication had been received from the County Secretary of ALCA requesting nominations to this year's Royal Garden Party. Agreed the same two names as last year be submitted as possible representatives of ALCA. **Action: Clerk**
 - (ii) **Transparency Code for Smaller Authorities** - Agreed the Parish Council complied with the majority of the conditions of this recently published code. The Clerk commented that, currently, whilst she displayed the Annual Return form on the noticeboard she had not arranged publication on the Priston Website. She would undertake to arrange this, and the publication of other documentation submitted to the External Auditors for the current financial year 2014/2015, by the deadline of July 2015. **Action: Clerk**
 - (iii) **Housing Development Boundaries** – Noted that response had already been sent.
 - (iv) **Local Green Space Designation** – Commented that there was nothing applicable for submission in this document.
 - (v) **A New Strategic Plan for South West** – Councillors Cross and Davies volunteered to follow up this email, received from Planning Policy, when the Chairman returns from his holiday. **Action: Chairman and Councillors Cross and Davies**
5. **Financial Report** - The report distributed by email to Councillors, and published on the Priston Website, was read to the Council. Noted cheques written since the previous meeting: Bristol Water £23.63, payments to The Link £50 and Village Hall £75; Father Christmas' expenses £60; Clerk's salary and reimbursement towards cost of Broadband for three months September to December 2014 totalling £773.25 and finally reimbursement for the purchase of two large print cartridges totalling £43.98. An invoice had been received from Green Thumb in respect of treatment of the Village Green on 19th January. The balance at the bank as at 31st December was £5,588.07 including £417.50 in the defibrillator account following recent fundraising.
6. **Precept for the year 2015/2016** – As in previous years the Clerk prepared a projected budget for the year 2015/2016, copies of which were distributed to councillors for consideration with a suggested precept identical to the previous year. Noted an estimated end of year balance in excess of £4,000, taking into account payments due before the end of the financial year, plus £417.50 in the Defibrillator account. It was agreed to allow £1,000 to cover the cost of the design and publication of the Village Design Statement, £112 for the treatment of the Village Green, £150 Councillors' Training and £200 for the purchase of Rock Salt. After lengthy discussion on the Councillor Davies proposed to increase the precept by £1,000 to cover the cost of the Village Design Statement. This was not agreed and, after further discussion it was formally proposed by the Chairman, Councillor Hopwood, to request a precept of £6,250. Seconded and agreed unanimously. The Clerk to arrange the necessary documentation. **Action: Clerk**

7. **Village Design Statement** – Councillors Cross and Davies reported on the public meeting held on 22nd November, when several residents volunteered to form a working committee, and a subsequent meeting at which Chairman, Vice Chairman and Secretary were elected. It was felt to be essential that further public meetings should be held to encourage residents to be involved in the process.
8. **Grit bins** – Councillor Cross proposed that a further grit bin be purchased to be sited opposite The Holt to enable the gritting of the Farmborough road in that area. The Clerk advised she had obtained a quotation from the previous supplier in the sum of £172.64, including VAT. The Parish Council agreed unanimously that a bin be purchased as proposed. Councillor Lippiatt volunteered to obtain a competitive quotation and would advise the Clerk accordingly. Noted that sufficient grit salt was in stock for current use.
Action: Councillor Lippiatt and Clerk
9. **Lorry Traffic in parish lanes** – This item to be covered with item 13: Roads and Highways.
10. **Arrangements for Annual Parish Meeting** – The Clerk advised that the Kennet and Avon Handbell Ringers had agreed to give a performance at the Annual Parish meeting. The Clerk continued by reminding the Council that this meeting is one at which all local groups and organisations may address the Parish Council, report on their progress and of forthcoming events. This practice had lapsed in recent years. It was agreed that full publicity must be given to this annual meeting.
Action: All Councillors and Clerk
11. **Defibrillator** – The report prepared by Mr Wilkinson was accepted and a copy placed on file. Noted that the weekly checks continue to be carried out, copies of which are filed by the Clerk. Mr Wilkinson advised that the AED Locator had requested the completion of a questionnaire concerning the insurance cover for the equipment. The fundraising in recent months has raised sufficient money for one training course. This would be implemented during the next few months.
12. **Footpaths and Bridleways** – Councillor Whybrow advised that kissing gates had been installed on footpath BA15/36 which is on the parish boundary and extends from the right angle bend on the Priston to Farmborough lane to the Priston to Marksbury lane to the west of New Farm.
13. **Roads and Highways** – Councillor Girdlestone and Councillor Cross both spoke on the problems being experienced in recent months with vehicles being driven over the large stone on the corner at the top of Priston Hill. It was suggested that a post with a reflective top could be sited above the corner. The Clerk to contact the Highways Department in this respect.
Action: Clerk
Lorry Traffic in parish lanes - The Chairman reported that, after discussing this issue with Councillor Girdlestone, it had been decided that the frequency and scale of large vehicles using village lanes did not warrant SatNavs being adapted to exclude the use of local lanes. It had been agreed that this was not practical as some vehicles, including tractors, needed access to the village and local lanes. Agreed no further action be taken.
14. **Priston Website** - The report submitted by Mr Bottle, advising of updates since the previous meeting, had been distributed by email to Councillors and published on the website, was accepted and a copy placed on file.
15. **Planning Applications** –
Village Farm – Erection of single storey extension – Noted response to Planning Services a copy of which had been placed on file.
Parcel 5856, High Street - Application No:14/05894/NMA – Noted response to Planning Services a copy of which had been placed on file and emails regarding barrier fencing.
Manor House – Internal alterations to include removal of stud wall – Noted response to Planning Services a copy of which had been placed on file
Tunley Farm, Camerton – Noted that several applications had been submitted and Councillors Cross and Davies volunteered to draft appropriate responses as Adjacent Parish.
Councillor Cross, as she would not be standing for re-election at the forthcoming local elections, reminded Councillors of the need to check BANES' Planning website every week to check for newly published applications. In response to the Chairman's request that she continue to support the Parish Council in this way, Councillor Cross said she would be delighted to assist.
16. **Meetings to be attended outside the parish** –
ALCA Group Three : Thursday 29th January – Councillor Davies and the Clerk to attend.
Parishes Liaison : Wednesday 25th February – Councillor Cross to attend.
17. **Date of next meeting:** Monday 23rd March 2015 commencing 7.00pm followed immediately by the Annual Parish Meeting.
18. **Any Other Business:** Councillor Lippiatt commented that subsidence on the Priston Farmborough lane was worsening and also that damage to the road near The Holt had still not been repaired. The Clerk to contact Highways Department on both these points.
Action: Clerk

PRISTON PARISH COUNCIL

4 YEARS EXPENDITURE .. and .. PROJECTED PRECEPT FOR 2015/2016

	2011/2012 (Actual)	2012/2013 (Actual)	2013/2014 (Actual)	2014/2015 (Estimate) (Actual)		2015/2016 (Estimate)	Changes agreed at mtg 26/1/2015
Clerk's Salary	£1,815	£2,000	£2,000	£2,000	£3,000	£3,000	
Audit: Mazars/Grant Thornton	£60	£144	---	---	---	---	
Internal Auditor	£50	£50	£50	£50	£50	£50	
Insurance	£558	£313	£265	£265	£265	£265	
Payment to Village Hall	£75	£75	£75	£75	£75	£75	
Payment to The Link	£50	£50	£50	£50	£50	£50	
Donation to MidNorton R&Ride	£30	£30	---	£35	£35	£40	
Memberships:							
Cam Valley	£5	£5	£5	£5	£5	£5	
ALCA	£65	£52	£48	£50	£48	£50	
CPRE				£30	£36	£36	
Water Supply	£38	£35	£42	£45	£43	£45	
Support to Priston Website			£59	---	---	59	(Subsequent to mtg agreed this be amended
Tiscali Broadband	£29	£90	£93	£95	£93	£100	(to £111 to cover increase in B/b charge
Village Design Statement				£500	---	?	£1,000
Green Thumb					£112		£112
Councillors' Training	£120	£180	---	£200	---	?	£150
Training in use of defibrillator		£321	£638	£650	£633	£650	
Purchase of grit bins	£373	£152	---	---	---	£155	
Purchase of rock salt	£373	---	---	£200	---	?	£200
Printer cartridge refills	£155	£123	£50	£80	£44	£50	
Postage/stationery/hall heating etc	£56	£25	£45	£50	£20 (to date)	£25	
Contingency Fund – 10% of precept		£376	£375	£480	£550	£550	
Totals					£4,947	£5,205	£6,250 incl BANES
Precept	£3,200	£3,765	£4,800 + £40	£5,500	£5,500 incl BANES Grant £40		Council Grant £40
Actual Expenditure	£5,323	£4,440	£3,900				
C/F at Financial Year End (PC)	£346)	£1,276)	£3,095		£4,300 (estimate)		
(PRIDE)£1,239)	£827)	£276	3		£417 (to date)		