

**The following are the DRAFT Minutes of an Ordinary Meeting of Priston Parish Council held on Monday 7<sup>th</sup> September 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, Lawton and Lippiatt and the Parish Clerk were present. The Chairman welcomed village residents Mr Bottle and Mr Poole and District Councillor David Veale.

Prior to the formal business of the meeting a resident expressed concern that the mandatory 20mph was not being observed by some road users and also that the signs were confusing. Councillor Veale advised that he had been in contact with the relevant staff in the Highways Department and would pursue to arrange the resiting of the problematic signs.

1. **Apologies** received from Councillors Hopwood and Whybrow.
2. **Minutes of the ordinary meeting** held on 18<sup>th</sup> May 2015. The Clerk advised of an omission from these minutes at item 9 at which it had been agreed Councillor Lawton should speak to the landlords of the Ring o’Bells requesting they provide a litter bin for use by their patrons. After this had been noted, and also that the minutes had been distributed by email to Councillors, the minutes were approved as an accurate record of proceedings and signed by the Chairman.
3. **Matters Arising: Litter Bin** had been moved adjacent to the telephone kiosk. Councillor Lawton advised the landlords of the Ring o’Bells would ensure the tables used by patrons would be kept clean and would provide a bin if necessary.
4. **Correspondence** – (a) Email received from a resident regarding the lighting of **garden fires** during the day. After discussion it was agreed the Clerk place a small article in The Link requesting residents observe the recognised bye law and not light fires until after 6.00pm. The Clerk also to write to the resident suggesting she advise the Chairman or Clerk when there is a problem in the future to enable it to be investigated.  
**Action: Clerk**  
(b) **Waste Campaign** – Email received from BANES’ Waste Campaigns Officer regarding contact with new residents. Agreed the Clerk contact Peasdown St John Parish Council to request a sample of the welcome pack which they provide to new residents.  
**Action: Clerk**  
(c) Letter received from the **Great Western Air Ambulance** requesting the siting of a recycling bank in the village. The Clerk to decline but suggest a possible bag collection system as provided by other charities.  
**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. Noted cheques written since the previous meeting: Green Thumb Lawn Summer Treatment £17; renewal of Parish Council insurance £265; CPRE membership £36; Defibrillator Training £322.40 and renewal charges in respect of the Priston website totalling £56.39. Also noted payments due before the next meeting: Clerk’s salary and reimbursement of three months’ broadband charge and Green Thumb treatment of Village Green due 24<sup>th</sup> September. The balance at the bank as at 1<sup>st</sup> September was £5,958.84. There was no balance in the Defibrillator account following settlement of invoice for defibrillator training.  
Councillor Lawton undertook to obtain the voucher from the landlords of the Ring o’Bells to enable the settlement of the outstanding prize awarded following completion of the Village Design Questionnaire.  
**Action: Councillor Lawton and Clerk**
6. **Standing Orders** – Advice had been received of a New Legal Briefing regarding a Standing Order amendment to include Public Contracts Regulations, detailing statutory obligations on councils procuring and awarding contracts with an estimated value of £25,000 or more. Councillor Hopwood suggested the Parish Council await NALC’s update of their model financial regulations before taking any further action, to amend the existing Standing Orders and Financial Regulations, if agreed to be appropriate.
7. **Village Design Statement** – Councillor Davies reported on a meeting of the Village Design committee held since the last Parish Council meeting with a further meeting arranged for 8<sup>th</sup> October.
8. **Planning Training** – Noted dates for Planning Training sessions being held at the Guildhall in Bath on Wednesdays afternoons in the coming months. Councillor Hassard to attend the sessions on 23<sup>rd</sup> September, 21<sup>st</sup> October and 16<sup>th</sup> December, the Chairman to attend on 18<sup>th</sup> November. No decision made on attendance at the final session on 13<sup>th</sup> January. **Action: Chairman and Councillor Hassard**

9. **Broadband for Parish Clerk** – After brief discussion it was agreed in principle the Parish Council pay the connection and monthly charges for installation of fibre optic broadband, provided by Truespeed, to the Clerk’s home, which is the Parish Council’s registered address. The Chairman and Councillor Davies to make the final decision should it be decided that this was necessary.  
**Action: The Chairman and Councillor Davies**
10. **Defibrillator** – Noted the fortnightly checks continue to be carried out by Mr Wilkinson and the Clerk files copies of the completed reports. A training course in the use of the defibrillator had recently been held at a cost of £322.40. It was reported that, thanks to an anonymous benefactor, funds were now in place to order the new AED. The cost of this would be £2,295 plus VAT.
11. **Footpaths and Bridleways** – Councillor Whybrow had advised he had nothing to report to this meeting.
12. **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. Councillor Lippiatt gave an update on the current situation, with regard to the flooding problems on the Farmborough Lane, advising of recent discussions. District Councillor Veale to again contact the Highways Department.  
It was agreed that the current practice of residents parking their vehicles on the sides of the road in an attempt to slow traffic may be causing more problems as it causes other road users to move to the other side of the road. It was also agreed that parked vehicles also obscure the view of children playing in the vicinity. Councillors Lawton and Lippiatt to write a short article for The Link in this respect.  
**Action: Councillors Lawton and Lippiatt**  
Considerable concern was expressed by the Parish Council and residents at the damage caused to the small village green by lorries servicing Parcel 5856. The Chairman advised he had been in contact with the construction company and been assured the damage would be rectified prior to the completion of the work. He would contact them again following recent further damage. **Action: Chairman**
13. **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.
14. **Planning Applications – The [Manor House, Priston: Application 15/01948/LBA – Internal Alterations – to note receipt of Consent from Planning Services**  
**Parcel 5856 High Street, Application No.15/01408/VAR – Landscaping scheme (further revised proposal) To note receipt of Permit from Planning Services.**
15. **Meetings to be attended outside the parish –**  
**BANES’ Group ALCA:** Wednesday 23<sup>rd</sup> September - Councillor Lawton and the Clerk to attend.  
**Inaugural Meeting of Bathavon Area Form:** Tuesday 29<sup>th</sup> September – Councillors Davies and Hopwood to attend.  
**ALCA AGM:** Saturday 3<sup>rd</sup> October – The Chairman to attend  
**Parishes Liaison:** Wednesday 21<sup>st</sup> October – Councillors Hassard and Lawton to attend
16. **Date of next meeting:** Monday 16<sup>th</sup> November commencing 7.00pm.
17. **Any Other Business:**  
(a) The Parish Council agreed with the Chairman’s suggestion that the Council would support any move by the Village Hall Committee to install a Truespeed connection in the Village Hall.  
(b) Agreed the Parish Council would not apply for financial support from the Transparency Fund to comply with the Transparency Code.  
(c) The Clerk gave notice to the Parish Council that she would not stand for re-election as Clerk and Responsible Financial Officer at the Annual General Meeting in 2016.