MONKTON COMBE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting Held in the Village Hall on 16th May 2016 at 7.30pm

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		Parish Council Members Present: Cllr Lyn Alvis, Cllr Gavin Douglas, Cllr Des Wighton, Cllr Ross Buchanan, Cllr Ann Stewart, Cllr Simon Call, Cllr. Mike Wareham, Mr. Geoff Davis - Clerk
1	610	Election of Officers – Chairman and Vice Chairman Des Wighton indicated his willingness to stand as Chairman for the next year. He was proposed by Ann Stewart, seconded by Ross Buchanan, and duly elected unanimously. Gavin Douglas indicated his willingness to stand as Vice Chairman for the next year. He was proposed by Des Wighton, seconded by Simon Call, and duly elected unanimously.
2	611	Declaration of Acceptance of Office – The Chairman and clerk signed the Chairman's Declaration of acceptance of office. The Vice Chairman and clerk signed the Vice Chairman's Declaration of acceptance of office.
3	612	To receive apologies for absence – Ward Councillor Neil Butters
4	613	Declarations of interest and dispensations – None.
5	614	Confidential Matters - None
6	615	Minutes of council meeting held on 14 th March 2016 were approved and signed by the Chairman.
7	616	Minutes of Annual Parish meeting held 18 th April 2016 were approved and signed by the Chairman.
8	617	Annual Return Accounts for year ending 31 st March 2016 – The council approved the accounting statements for the year ending 31 st March 2016. These were signed by the Chairman and Clerk.
	618	Review and Adoption of Standing Orders, Risk assessment, Asset Register – The Standing Orders as reviewed and adopted previously in the year were confirmed as unchanged. The Risk Assessment was identified as needing correction in respect of the Playground inspections. The revised document will be adopted at the next parish Council meeting. The Asset Register as reviewed and amended during the previous year was adopted and signed by the Chairman. The Financial Regulations as adopted earlier in the year were confirmed as unchanged.
	619	Auditors Report – The council reviewed and accepted the Internal Auditors report and noted each of the comments made. It was agreed to implement both the recommendation to amend the website regarding the appointment of the Internal Auditor, and to give responsibility for finance to a Councillor in order that they will check and verify the Bank Reconciliation for each meeting. Councillor Simon Call agreed to take responsibility for Finance. The Council thanks the auditor for her thorough and valuable contribution to the Council and approved payment of her invoice. Annual Return – The Chairman read the Annual governance statements and the council approved each one. The Chairman and the Clerk then signed the Annual Return accordingly.
9	621	Bank Accounts – Bank Account with HSBC, Mandates The clerk will review the current status of the bank mandate at the Branch and make any necessary arrangements to make it current.
10	622	Register of Members Interests – Review, Amendment and Signing - All Councillors reviewed their declarations pecuniary of interests. Cllr. Mike Wareham provided an amended declaration. All other
11	623	councillors confirmed that theirs was unchanged. General Power of Competence – It was proposed by Cllr. Des Wighton and seconded by Cllr. Ann Stewart that the Parish Council resolves from 16 th May 2016, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence. This was carried unanimously by the Parish Council.
12	624	Financial Matters Section 137 Subscriptions The following subscriptions were approved to be paid by the Council under \$137 provision. Valley Parishes Alliance £100.00 Council for Protection of Rural England £40.00
	625	RFO Report and Payments for Approval - The RFO Report was received and noted.

Approved and signed Monday 11th July 2016 Chairman

		Bank Balances as at 01.05.2015
		Current £8,140.29 Bath Building Society £3,120.06
		Bath Building Society (Miss Davis) £12,597.37
		Receipts since meeting on 14th March 2016.
		18 B&NES Council Agency Services March 2016 £258.74
		19 Bath Building Society Interest - MCPC £26.16
		Bath Building Society Interest - Miss Davies £105.63
		1a B&NES Council Precept £3,225.00 1b B&NES Council Local Council Support Grant £45.00
		2 B&NES Council Agency Services April 2016 £261.33
		Payments approved as standing payments or at meeting on 14th March 2016 which have now been made.
		12:41:52 ALCA Membership Subscription 53.23
		12:43:45 Mr. G. Davis Parish Clerk 28/02 - 26/03/2016 169.48 DD576 Information Commissioner Data Protection Registration 2016-17 35.00
		DD576 Information Commissioner Data Protection Registration 2016-17 35.00 12:45:26 HMRC PAYE Qtr 4 Payment 137.60
		SO-APR Ian Croker Village Cleaning 253.67
		10:27:48 Mr. G. Davis Parish Clerk 27/3 - 30/4/2016 211.80
		10:36:59 Jeff Avis Car Park and Miss Davies Garden 75.00
		10:41:31 Mr. G. Davis Expenses-Paper & refreshments 17.40 10:33:50 HMRC Month 1 PAYE 52.80
		10:47:17 Came & Company Insurance Renewal 2016-17 273.75
		Approvals requested for expenditure before next meeting.
		Valley Parishes Alliance Annual membership 2016-17 £100.00
	626	Society of Local Council Clerks Membership Renewal 2016-17 MCPC Contribution £48.00
	626	The Parish Council resolved to make the following Payments by Direct Debit:-
		• CPRE – Annual Membership £36.00
13	607	Information Commissioner - Data Protection Registration £35.00 Parish Matters and Marks
13	627	Parish Matters and Works
		Parish Councillors' Individual Responsibilities – Cllr. Simon Call agreed to take responsibility for Finance
		and Cllr. Lyn Alvis and Cllr. Des Wighton agreed to be the ALCA voting representatives. There were no
		other changes.
		Matters Arising from Annual Parish Meeting - The following matters were reported from the Annual
	620	Parish meeting and will be taken forward as appropriate:-
	628	Availability of Reports – The Parish Council will ensure that plenty of notice of the next Annual Parish
	630	meeting is given.
	629	E-mail list of residents – The Chairman has placed a notice in the next edition of the newsletter inviting
	630	residents to join a list.
	630	Cyclists riding through Tucking Mill and Village – Cllr. Ann Stewart will take the matter up with Sustrans. School Liaison – The school has responded:-
	631	·
		Please can you reassure the community via the Parish Council that:
		Monkton Combe School appreciates the concern raised on the links between the community and the
		school and will try to ensure that events, where possible, are opened and published to the local
		community. To note, the recent opera at St. Michael's Church was a huge success and a springboard to
		further connections being made. The lack of the annual Carol Service in 2015 in our Chapel is noted
		and the School hopes to ensure that a timely invitation to the village is sent out this year.
	622	A meeting with the principal is also arranged and items for discussion were agreed by the council.
	632	Finger Post to Tucking Mill – B&NES Highways have indicated that they are likely to be able to repair the
	622	finger-post, but they are not able to re-paint it.
	633	The Island – Ownership, Maintenance and future use. – It was considered unlikely that it would be for
	C3.4	sale, and so any improvements are unable to move forward.
	634	Broadband Improvements for Monkton Combe – Cllr. Lyn Alvis reported on the presentation given at
		the recent BathAvon forum. It indicated that there is unlikely to be any improvement within the current
	635	programme.
	635	Neighbourhood Watch – The PCSO continue their monthly visit at the Wheelwrights Pub.

14		Planning
1-7	636	Applications Received - 16/02015/FUL - Clarendon House, Shaft Road, Monkton Combe, Bath BA2 7HH
	030	- Erection of external access staircase to private tutor flat. – The Parish Council has No Objection.
	637	16/02207/FUL – Dundas, Warminster Road, Monkton Combe, Bath BA2 7BN - Erection of a single storey
	037	rear extension at first floor. – As with the previous application it was considered likely that the Parish
		Council would support the application. The Council will review the plans and make their response.
	638	PLANNING DECISIONS by B&NES & WILTSHIRE
	038	16/00607/FUL - Dunelm House, Mill Lane, Monkton Combe, Bath BA2 7HD - Erection of first floor side extension. PERMITTED
		16/00436/LBA - Body Scents Health And Leisure Club, Combe Grove, Brassknocker Hill, Monkton Combe Bath BA2 7HS -
		Internal alterations and extension to the existing 1985 hotel block to create a spa facility and external timber cladding to the north
		and south elevation. CONSENT
	639	<u>Decisions Pending</u> 16/00962/LBA - 3 Brassknocker Hill Cottages, Brassknocker Hill, Monkton Combe, Bath BA2
		7HU - Internal and external work to facilitate erection of annexe to replace existing converted garage building,
		formation of orangery link between garage and main house, minor internal alterations and landscaping works.
		(Revised proposal) NO OBJECTION
		16/01777/FUL - 3 Brassknocker Hill Cottages, Brassknocker Hill, Monkton Combe, Bath BA2 7HU - Erection of annexe to replace existing converted garage building, formation of orangery link between garage and main house,
		minor internal alterations and landscaping works. (Revised proposal) Closing Date 20/05/2016 – NO OBJECTION
		16/01034/FUL - Westbury View, Shaft Road, Monkton Combe, Bath, BA2 7HN - Erection of single-storey front
		extension, second floor extension and alterations, internal alterations throughout the prorepty and the installation
		of a rear dormer window. OBJECT in Principle
		16/01145/FUL - Plot Between Croft House And 1, The Croft, Monkton Combe, Bath - Erection of single dwelling and
		car parking for 2 vehicles following demolition of existing garages - OBJECT in Principle.
	640	PLANNING APPEALS
		APP/Y3940/C/16/3141801 - The Stables, Waterhouse Lane, Monkton Combe, Wiltshire - Alleged
		Unauthorised Building. The date for the hearing is not known but the Inspector is making a site visit on
		17th May. There is also no Decision Date known
	641	ENFORCEMENT UPDATE
		14/08543/FUL - The Stables Waterhouse Lane Monkton Combe Bath BA2 7JA - The retention of two equestrian buildings; retention of amended driveway position. APPROVED with CONDITIONS
		No work has been carried out to meet these conditions – SUBJECT to above Appeal.
	642	Other Planning Matters to Report - NONE
15	643	Highways and Footpaths – It was reported that the Spring on Shaft Road is eroding the road surface. Cllr.
		Gavin Douglas will take the matter up with B&NES Highways.
16		Reports
	644	VPA, Bath Preservation Trust & any other Meetings – It was reported that the VPA are now pre-
		occupied with the issues of the Park & Ride and A36/A46 Link road. The Parishes Liaison meeting
		provided better presentations and feedback following previous criticisms, and that the Parish Sweeper
		review will reach a decision by December. The BathAvon Forum had discussed the West of England
		Devolution proposals.
17		Correspondence Received
	645	Bath & North East Somerset Council Strategic Community Infrastructure Levy - Request for bids and
		updates to the Infrastructure Delivery Plan 2016 – As no development is taking within the Parish no bids
		are considered appropriate.
	646	Review of the Parish Charter – No further comments were made.
	647	Technical Consultation on Planning Changes – The response by ALCA was considered wholly sufficient.
18		Other matters to report
	648	Village BBQ – Cllr. Des Wighton reported that the Village BBQ will be a celebration of the Queen's 90 th
		Birthday and will take place at 2 p.m. on 11 th June.
19	649	Date Of Next Meetings
		Parish Council Meetings: Mondays - July 11 th , September 12 th , November 14 th , January 16 th 2017, March 13th
		Annual Parish Meeting: April 24 th 2017 Annual Parish Council Meeting: May 15 th 2017
		The meeting Closed at 21:46
18	647	Technical Consultation on Planning Changes – The response by ALCA was considered wholly sufficient. Other matters to report Village BBQ – Cllr. Des Wighton reported that the Village BBQ will be a celebration of the Queen's 90 th Birthday and will take place at 2 p.m. on 11 th June. Date Of Next Meetings The following dates for future meetings were agreed:- Parish Council Meetings: Mondays - July 11 th , September 12 th , November 14 th , January 16 th 2017, March 13th Annual Parish Meeting: April 24 th 2017 Annual Parish Council Meeting: May 15 th 2017