

**MONKTON COMBE PARISH COUNCIL**  
**Minutes of the Ordinary Parish Council Meeting**  
**Held in the Village Hall on 18<sup>th</sup> June at 7.00pm**

**Parish Council:** Cllr Gavin Douglas (Chairman) (GD), Cllr Lyn Alvis (Vice-Chairman) (LA), Cllr Ross Buchanan (RB), Cllr Derek (Des) Wighton (DW), Cllr Peter Bossom (PB), Mr Ian Russell (Clerk)

**Others Present:** None

- 1 a. **TO RECEIVE APOLOGIES:** None
- b. **CO-OPTION OF NEW COUNCILLORS:**  
Following due notice given within the parish, Peter Bossom and Des Wighton were co-opted as councillors
- c. Declarations of Acceptance of Office were signed
- d. 'Register of Interest' Forms were issued to PB, GD, DW.  
**DW, PB, GD** **ACTION:** Forms to be completed and returned to the Clerk by Monday 16<sup>th</sup> July 2012

**The Chairman** welcomed the new councillors and Clerk to the Parish Council.

- 2 **DECLARATIONS OF INTEREST RE AGENDA:** None.

- 3 **MINUTES:**
  - a. **Minutes of Annual Parish meeting held on 3 May 2012** were approved for signing by the Chairman (at next Annual Parish Meeting in May 2013)
  - b. **Minutes of Annual Parish Council meeting held on 3<sup>rd</sup> May 2012** were approved and signed by Chairman of Council.

- 4 **Bills and Accounts**

a. **Payments:**

28.05.12	818	J Angell	clerk	66.73
03.05.12	819	VPA	subs	100.00
03.05.12	820	J Avis	petrol mower	7.20
18.06/12	821	J Angell	Postage	5.90
18.06.12	822	SLCC	Membership	66.00
18.06.12	823	J Avis	gardening	75.00
18.06.12	824	D Wighton	NALC conference	117.00

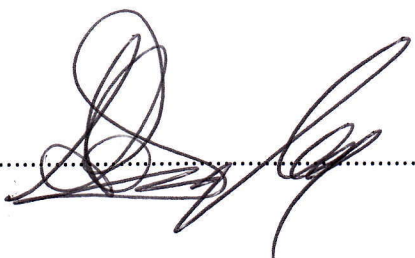
b. **Receipts:**

01.06.12	254	B&NES	village cleaning	243.82
22.05.12	255	HMRC	VAT Refund 2011-2012	57.74

- c. **Account Balances as at 30.03.2012**
  - Current £100.00
  - Reserve (MCPC) £8791.54
  - Reserve (Miss Davies ) £4092.26

- d. **Membership of SLCC for new clerk – Approved**

- e. **New signatories for bank accounts –**  
**Clerk PW, DW** **ACTION:** Clerk will obtain necessary papers from Nat West Bank and give to DW & PB for completion

Approved and signed 6<sup>th</sup> August 2012.......... Chairman

- f. Clerk **NatWest** – Form signed to arrange change of address details for clerk.  
**ACTION:** Clerk to forward to bank
- g. Clerk **Barclays Bank** – **ACTION:** Clerk to arrange meeting with GD & LA at Barclays Bank for completion of transfer of banking arrangements and arrange additional signatories.

5

**PLANNING**

- a. **Parcel 2387 Summer Lane 12/O1383/CLPU** Siting of a caravan (Certificate of Lawfulness of a Proposed Development). Refusal notice issued by B&NES 30/05/2012
- b. **6 South View, Church Lane, Monkton Combe 11/05245/FUL**  
Request received to site a skip in Village Hall Car Park during works. Chairman has written to the applicant and is awaiting a response.
- c. **Ralph Allen School, Claverton Down Road. 12/01222/FUL** Erection of first floor extension of existing single story plant room to provide biomass pellet Storage. Approval notice issued by B&NES 11/05/2012
- Outstanding Applications**
- d. Clerk **Viaduct Hotel, Brassknocker Hill BA2 7JD 12/00513/VAR** – still waiting to hear, possibly approved – **ACTION:** Clerk to inquire
- e. Clerk **Ralph Allen School, Claverton Down Road 11/05199/REG03** – still waiting to hear, possibly approved – **ACTION:** Clerk to inquire
- f. Clerk **Course Of Old Somerset Coal Canal, Warminster Road. 10/02577/FUL** – still waiting to hear, possibly approved – **ACTION:** Clerk to inquire
- g. GD **Combe Grange, Shaft Road, Monkton Combe, BA2 7HL 12/00111/FUL** – **ACTION:** Chairman to seek meeting with applicants

6

**MATTERS ARISING FROM MINUTES OF MEETING 3 MAY 2012**

- a. **Item 5d.** Mazars Annual Return sent, but not yet returned to Clerk
- b. **Item 6a.** Parcel 2387 Summer Lane - see above (Item 5a Planning)
- c. **Item 7.** Tucking Mill Wessex Water Works – following representation from neighbours and Chairman to Wessex Water, more camouflaging is taking place, the site is settling down well and is now much improved.
- d. **Item 7b.** Fence rear of Village Hall – currently on hold until work at 6 Southview is completed
- e. Clerk **Item 7c.** Playground Nut Caps from Cradle Swing seat  
**ACTION:** Clerk to contact supplier for repair
- f. **Item 7e.** MCS Music Block temporary accommodation – Letter received from B&NES 15<sup>th</sup> June confirming that the temporary buildings are approved to remain in place until June 2015. Reasons were given –
- GD **ACTION:** GD to write to B&NES stating that Parish Council is still unhappy that the building is retained for three years. Also to ask whether there is an application in place for Binmead
- g. GD **Item 7e.** Governors Field – **ACTION:** Chairman is currently arranging a meeting between MCPC and the MCS Bursar and Principal to discuss this and other matters.
- h. Clerk **Item 7f.** Roles and Responsibilities – deferred until next meeting –  
**ACTION:** Clerk to distribute list to councillors

Approved and signed 6<sup>th</sup> August 2012.......... Chairman

- i. All **Item 7g.** Review Maintenance / Renewal Requirements – Latest version distributed ready for next meeting. **ACTION:** Cllrs to look at list and check what they can do.
- j. GD **Repairs needed:**  
**Bench in Shaft Road – ACTION:** GD to contact Tom Hammond for quotation to repair
- k. Clerk **Item 8.** No Name Footpath Finger Post –  
**ACTION – Clerk to contact B&NES footpath officer to ask about the possible erection of a footpath fingerpost**
- GD Drain Opposite the Grange. **ACTION:** Chairman to talk to landowner
- All Shaft Road passing place erosion – **ACTION:** To be Monitored by Councillors

7

**HIGHWAYS & FOOTPATHS**

- a. **Pothole by Wheelwrights** – LA has reported it and it has been repaired  
**ACTION:** Clerk to contact B&NES Highways Department (Nick Sperring) about:
- b. Clerk - Church Lane passing place – road undermined by gate on South side
- c. Clerk - Pothole in Church Lane near Governors Field
- d. Clerk - Road sign just below Trollopes Hill on Brassknocker is turned round and obscured by foliage
- e. Clerk - Painted SLOW sign on road on Brassknocker is faded and needs repainting
- f. Clerk - Stop sign in Church Lane near Brassknocker is obscured by foliage

8

**ITEMS FOR DISCUSSION**


**Annual Parish Meeting:**

- a. Clerk **Item 3.** The localism Bill & Community Plan – **ACTION:** Clerk to ask Peter Duppa-Miller as to who is permitted to initiate a Community Plan within a rural parish
- b. GD **Item 5a.** Monkton Combe School – road safety and signage –  
**ACTION:** Chairman to discuss at meeting with Bursar
- c. ALL **Item 5b.** Waste Collection and Village cleaning – **ACTION:** Cllrs to monitor the problem
- d. GD **Item 5d.** Hedges at foot of Shaft road causing a visual obstruction –  
**ACTION:** Chairman to discuss at meeting with Bursar
- e. PB **Item 7.** Website and Village Communication – Third Parish Notice Board by garage –  
Clerk to find costing of new Aluminium sign boards (possible new one for Mount Pleasant to be muted in colour to suit conservation area)
- f. All **New clerk’s contract:** salary and contract agreed and signed by Chairman and Clerk.  
**ACTION:** Salary to be reviewed each year in May
- g. Clerk **New NALC Code of Conduct for Parish and Town Councils**  
Clerk **ACTION:** final agreed version to be sent out upon receipt from NALC; to be put on agenda and discussed; possible adoption at next meeting
- h. LA **Draft City of Bath World Heritage Site Setting Consultation –**  
**ACTION:** LA to attend BPT meeting on 20<sup>th</sup> June and to ask Bath Conservation Trust if they would like a comment from MCPC

9

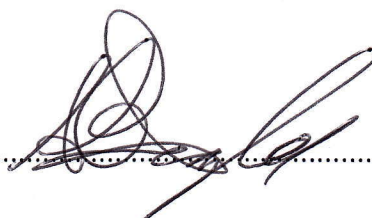
**REPORTS FROM CLUSTER/LIAISON/VPA /BATH PRESERVATION TRUST & OTHER MEETINGS**

- a. **BPT 17.05.12** – none able to attend; apologies sent  
**Future meetings dates:**
- b. LA, DW - BPT: Wed 20th June 10.00am – **ACTION:** LA and DW to attend
- c. LA, PB - Parish Liaison meeting: Wed 20<sup>th</sup> June, 6.30pm at Guildhall – **ACTION:** LA & PB attend
- d. LA - VPA meeting: Mon 2<sup>nd</sup> July 12.00 in MC Village Hall - **ACTION:** LA to attend
- e. - CPRE Branch AGM: 7<sup>th</sup> July – No-one to attend

Approved and signed 6<sup>th</sup> August 2012.....  ..... Chairman

- 10                    **CORRESPONDENCE RECEIVED**
  - a.                    **Broadband Project:** see Red Box
  - b.                    **MCPC Approved Contractors Register Liability Insurance:** details forwarded to B&NES 15/06/12
  - c.                    **Rural Interest and Local Enterprise Partnerships Consultation:** see Red Box
  - d.                    **Gypsy & Traveller Site consultation continues – B&NES 18/06/2012:** See Red Box
- 11                    **ANY OTHER BUSINESS**
  - a.                    **Fly Tipping:** LA reported that he had had a phone call from a parishioner saying that there has been Fly Tipping on Tucking Mill Lane at corner by church yard –  
                         **Clerk**                    **ACTION:** Clerk to notify B&NES enforcement services.
  - b.                    **GD**                    **Gift for Jane Angell** acknowledging her service to MCPC as Parish Clerk – **ACTION: GD**
- 12                    **DATE OF NEXT MEETING**  
                         **Monday 6<sup>th</sup> August 2012, 7.15pm**  
                         **There being no further business, the Meeting closed at 21.40 hrs**

Approved and signed 6<sup>th</sup> August 2012.....



Chairman