

**MONKTON COMBE PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
Held in the Village Hall on 12<sup>th</sup> November 2018 at 7.30pm**

		<b>Parish Council Members Present:</b> Cllr Lyn Alvis, Cllr Des Wighton, Cllr Ross Buchanan, Cllr Ann Stewart, Cllr Simon Call, Cllr. Mike Wareham, Mr. Geoff Davis – Clerk. <b>Also Present:</b> Ward Cllr. Neil Butters for part of the meeting																																																	
1	062	<b>To receive apologies for absence</b> – Cllr Gavin Douglas																																																	
2	063	<b>Declarations of interest and dispensations</b> – None.																																																	
3	064	<b>Confidential Matters</b> - None																																																	
4	065	<b>Minutes of Parish Council meeting held on 10<sup>th</sup> September 2018</b> were approved and signed by the Chairman.																																																	
5	066	<p><b>Financial Matters</b>  <b>RFO Report and Payments for Approval</b> - The RFO Report was received and noted.  <b>Bank Balances as at 01.05.2018</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"><b>Current</b></td> <td style="width: 30%; text-align: right;"><b>£8,564.61</b></td> <td style="width: 30%;"><b>Bath Building Society</b></td> <td style="width: 10%; text-align: right;"><b>£9,193.08</b></td> </tr> <tr> <td></td> <td></td> <td><b>Bath Building Society (Miss Davis)</b></td> <td style="text-align: right;"><b>£12,558.31</b></td> </tr> </table>		<b>Current</b>	<b>£8,564.61</b>	<b>Bath Building Society</b>	<b>£9,193.08</b>			<b>Bath Building Society (Miss Davis)</b>	<b>£12,558.31</b>																																								
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	067	<p><b>Receipts since meeting on 10<sup>th</sup> September 2018.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">7</td> <td style="width: 35%;">Village Hall</td> <td style="width: 30%;">Grant - Village Hall Floor</td> <td style="width: 30%; text-align: right;">£5,528.35</td> </tr> <tr> <td>8a</td> <td>B&amp;NES Council</td> <td>Precept</td> <td style="text-align: right;">£3,634.00</td> </tr> <tr> <td>8b</td> <td>B&amp;NES Council</td> <td>Local Council Support Grant</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td>9</td> <td>HMRC</td> <td>VAT Reclaim 01/07/17 to 30/09/18</td> <td style="text-align: right;">£3,260.50</td> </tr> </table>		7	Village Hall	Grant - Village Hall Floor	£5,528.35	8a	B&NES Council	Precept	£3,634.00	8b	B&NES Council	Local Council Support Grant	£15.00	9	HMRC	VAT Reclaim 01/07/17 to 30/09/18	£3,260.50																																
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	068	<p><b>Payments approved as standing payments or at meeting on 10<sup>th</sup> September 2018 which have now been made.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">SO-SEPT</td> <td style="width: 30%;">Ian Croker</td> <td style="width: 30%;">Village Cleaning</td> <td style="width: 30%; text-align: right;">284.86</td> </tr> <tr> <td>11:52:54</td> <td>Mr. G. Davis</td> <td>Expenses - Print Cartridge</td> <td style="text-align: right;">42.34</td> </tr> <tr> <td>100010</td> <td>William rose &amp; co Ltd</td> <td>Additional Costs Village Hall Floor</td> <td style="text-align: right;">400.98</td> </tr> <tr> <td>100011</td> <td>William rose &amp; co Ltd</td> <td>50% Balance Village Hall Floor</td> <td style="text-align: right;">9291.11</td> </tr> <tr> <td>12:25:16</td> <td>Mr. G. Davis</td> <td>Parish Clerk 26/8/18 - 29/9/18</td> <td style="text-align: right;">274.68</td> </tr> <tr> <td>12:27:20</td> <td>HMRC</td> <td>Month 6 Paye</td> <td style="text-align: right;">68.60</td> </tr> <tr> <td>SO-OCT</td> <td>Ian Croker</td> <td>Village Cleaning</td> <td style="text-align: right;">284.86</td> </tr> <tr> <td>10:46:44</td> <td>Swan Mngmnt Svcs</td> <td>Website 2018-19</td> <td style="text-align: right;">60.00</td> </tr> <tr> <td>11:40:33</td> <td>Jeff Avis Gdn Svcs</td> <td>Car Park &amp; Miss Davies Oct 2018</td> <td style="text-align: right;">75.00</td> </tr> <tr> <td>17:27:36</td> <td>Mr. G. Davis</td> <td>Parish Clerk 30/9/18 - 27/10/18</td> <td style="text-align: right;">219.62</td> </tr> <tr> <td>17:29:19</td> <td>HMRC</td> <td>Month 7 Paye</td> <td style="text-align: right;">55.00</td> </tr> <tr> <td>SO-NOV</td> <td>Ian Croker</td> <td>Village Cleaning</td> <td style="text-align: right;">284.86</td> </tr> </table>		SO-SEPT	Ian Croker	Village Cleaning	284.86	11:52:54	Mr. G. Davis	Expenses - Print Cartridge	42.34	100010	William rose & co Ltd	Additional Costs Village Hall Floor	400.98	100011	William rose & co Ltd	50% Balance Village Hall Floor	9291.11	12:25:16	Mr. G. Davis	Parish Clerk 26/8/18 - 29/9/18	274.68	12:27:20	HMRC	Month 6 Paye	68.60	SO-OCT	Ian Croker	Village Cleaning	284.86	10:46:44	Swan Mngmnt Svcs	Website 2018-19	60.00	11:40:33	Jeff Avis Gdn Svcs	Car Park & Miss Davies Oct 2018	75.00	17:27:36	Mr. G. Davis	Parish Clerk 30/9/18 - 27/10/18	219.62	17:29:19	HMRC	Month 7 Paye	55.00	SO-NOV	Ian Croker	Village Cleaning	284.86
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	069	<p><b>Payments for Approval</b>  Expenses Des Wighton – Paint (phone Box), No dogs sign <span style="float: right;">£39.63</span></p>																																																	
	070	<p><b>Funding of maintenance costs – Miss Davies Garden.</b> Documents discovered so far were discussed without conclusion. The chair will request a search at the Land Registry for ownership of the various pieces of land concerned. The Parish Council will continue to seek the original bequest documents. The need for a larger car park and railings for safety on Miss Davies garden was also discussed.</p>																																																	
	071	<p><b>Parish Sweeper Scheme</b> – It was unanimously agreed to continue the Parish Sweeper scheme and to continue to employ the Parish Sweeper on the current basis.  The Parish Council unanimously resolved to accept the B&amp;NES Council offer of Transitional funding to commit to maintain the existing scheme provision for at least the next three years to March 31<sup>st</sup> 2022.</p>																																																	

Approved and signed Monday 7<sup>th</sup> January 2018 ..... Chairman

<p>6</p>	<p><b>Parish Matters and Works</b></p> <p><b>072 Progress on Audit matters – Councillors details and Security Arrangements</b> - The clerk has completed the security arrangements completing separation of files and access for each Council, including the Primary User for Internet Banking. A letter detailing the failsafe arrangements was passed to the Chair.</p> <p><b>073 GDPR Compliance and Data Privacy Policy</b> - Councillors use of monktoncombepc.org e-mails is now complete. The Data Privacy Policy is almost complete and will be presented to the next meeting for adoption so that councillors will have plenty of time to review it beforehand.</p> <p><b>Equipment and Facilities – Checks by Councillors to report</b></p> <p><b>074</b> The problems reported, by Cllr. Simon Call with the Millennium Bridge are being progressed by B&amp;NES Public Rights of Way and the work is scheduled with the Cotswold Volunteers.</p> <p><b>075</b> Cllr. Mike Wareham reported that the bus shelter is in poor state of repair with overgrown ivy and some loose roof tiles. Cllr. Lyn Alvis will ask the Sweeper to clear the ivy so further repairs can be assessed. Cllr. Des Wighton reported on the playground below.</p> <p><b>076 Village Hall Floor</b> – All the works are now wholly complete and paid for. The VAT has been reclaimed as reported in the RFO report. It was again agreed that an excellent job had been done.</p> <p><b>077 Village Playground</b> – It was considered that the costs for repairing the see-saw were expensive, particularly the labour. The chair will seek alternative quotes to establish best value before proceeding with the chosen supplier.</p> <p><b>078 Broadband Improvements for Monkton Combe</b> – It was reported that Truespeed are conducting a further round of presentations , but have yet to reach their 30% target before implementation.</p> <p><b>079 Neighbourhood Watch</b> – It was reported that the PCSOs now have less Community Time to provide such meetings. However, the next meeting is scheduled for 22<sup>nd</sup> November.</p> <p><b>080 Phone Box Church Lane / Mill Lane Junction</b> – It was reported that paint has now been purchased. It was agreed that Cllr. Mike Wareham should go ahead and purchase the Laminated O/S Maps, and Cllr. Ross Buchanan purchase the replacement glass and signage.</p> <p><b>081 Repairs to Drung Walling by Cotswold Volunteers</b> – The clerk has written to thank the volunteers. The walls are now fully complete with cocks and hens.</p>
<p>7</p>	<p><b>Planning</b></p> <p><b>082 Applications Received</b> – The Parish Council have No Comment on any of these.  <b>18/04753/FUL - Combe Grange, Shaft Road, Monkton Combe, Bath BA2 7HL</b> - Provision of new external doors, provision of balcony and internal alterations (Part Retrospective).  <b>18/04754/LBA - Combe Grange, Shaft Road, Monkton Combe, Bath BA2 7HL</b> - Internal and external alterations for the provision of new external doors, provision of balcony and internal alterations (Part Regularisation).  <b>18/04185/LBA - Combe Grange, Shaft Road, Monkton Combe, Bath BA2 7HL</b> - Replacement and regularisation of stone tile flooring in kitchen and dining room.</p> <p><b>PLANNING DECISIONS by B&amp;NES &amp; WILTSHIRE</b></p> <p><b>083 18/01924/FUL - Hillcrest, Warminster Road, Monkton Combe, Bath BA2 7HY</b> - Erection of a rear single storey extension and decking area. <b>PERMITTED</b>  <b>18/03045/FUL - Hillcrest, Warminster Road, Monkton Combe, Bath BA2 7HY</b> - Proposed Roof Alterations and Loft Conversion. <b>WITHDRAWN</b>  <b>18/03247/FUL - Belle Vue Cottage, Trollope's Hill, Monkton Combe, Bath BA2 7HX</b> - Alteration and extension to existing dwelling and associated access works (partial resubmission of 18/01851/FUL) <b>PERMITTED</b> – It was also reported that this property is now being offered for sale.</p> <p><b>Decisions Pending - None</b></p> <p><b>PLANNING APPEALS</b> – None</p> <p><b>ENFORCEMENT UPDATE</b> – Nothing to report</p> <p><b>Other Planning Matters to Report</b></p> <p><b>084 B&amp;NES Local Plan/HELAA Site Assessment</b> – There is now nothing further to submit.</p> <p><b>085 Replacement Windows in the Conservation area</b> – The chair agreed to ask the owners if they had sought planning permission.</p> <p><b>086 Hillcrest Warminster Road.</b> – As the owners are wishing to proceed with both proposals the chair will discuss the resubmission of Withdrawn Roof Alteration and Loft Conversion and the likelihood of Parish Council supporting the application.</p> <p><b>087 CIL Training Session</b> – Cllr. Mike Wareham and the Clerk will attend.</p>

8		<b>Highways and Footpaths</b> – Nothing to Report
9		<b>Reports</b> <b>088 Cam Valley Forum (BathAvon) Forum</b> – The next meeting will be attended by Cllr. Lyn Alvis. <b>089 PARISH LIAISON MEETING and Others</b> – The clerk reported on the Parish Liaison meeting. <b>090 VPA, Bath Preservation Trust &amp; any other Meetings</b> – Cllr. Lyn Alvis asked for any comment for the BPT meeting, particularly on the Student Development on the Cricket Ground. <b>091 School – Governors Field Car park Works</b> - The Car Park works are being monitored by the Parish Council with close dialogue with the school.
10		<b>Correspondence Received</b> <b>092 B&amp;NES Consultation – A Clean Air Zone for Bath</b> – Both the Parish Council and Individual Councillors will respond to the consultation.
11		<b>Other matters to report</b> <b>093 Hedges in Church lane</b> – Cllr. Mike Wareham instructed the cutting of his side and it is understood that the owner has arranged the other side to be cut.
12		<b>Date Of Next Meetings</b> The following dates for future meetings were agreed:- Monday 7th January 2019, Monday 4th March 2019 Annual Parish Meeting: Monday April 29th 2019 was confirmed, Annual Parish Council Meeting: May 13th 2019 <b>The meeting Closed at 22:21</b>

Approved and signed Monday 7<sup>th</sup> January 2018 ..... Chairman