MONKTON COMBE PARISH COUNCIL

Draft Minutes of the Parish Council Meeting
Held in the Village Hall on 17th January 2023 at 7.30pm

		Parish Council Members Present: Cllr Lyn Alvis, Cllr. James Bradby, Cllr. Adelle Brenner, Cllr Penny Tranter, Cllr. Mike Wareham, Cllr Des Wighton, Mr. Geoff Davis – Clerk. **Others Present:** - Ward Cllr. Neil Butters
1	**898**	**To receive apologies for absence –** Cllr Charles Carr
2	**899**	**Declarations of interest and dispensations –** None.
3	**900**	**Confidential Matters –** The Parish Council resolved to exclude the public and the press for:- Item 14 on the agenda - EA/2022/0254; Monkton Combe Parish Council vs Information Commissioner
4	**901**	**Minutes of Parish Council meeting held on 21st November 2022. A**pproved and signed by the Chairman.
5		**Financial Matters**
	902	**RFO Report and Payments for Approval -** The RFO Report was received, noted and signed by the clerk and the Chair.
	903	**Bank Balances as at 01.11.2022** **Current Metro Bank £1,141.00 Bath Building Society £9,331.88** **Metro Bank Savings £3,505.19 Bath Building Society (Miss Davis) £11,751.68**

904

Receipts since meeting on 21st November 2022			
Nov Int	MetroBank	Interest	£1.58
Dec Int	MetroBank	Interest	£1.52

905

Payments approved as standing payments or at meeting on 21st November 2022 which have now been made.			
MCPC4903	Jeff Avis Gdn Svces	Car Park & Miss Davis Gdn	60.00
INV-22084	ALCA	Essential Cllr Course - Charles Carr	40.00
MCPCNov22	Mr G Davis	Parish Clerk 30/10 to 26/11/22	423.96
MCPCVlgeClnNov	Ian Croker	Village Cleaning Nov 2022	351.65
MCPCBackpay	Ian Croker	Village Cleaning Backpay 2022	227.50
120PH002922852308	HMRC	Month 8 Paye	105.80
MCPCBusStop	StoneKraft Restoration	Viaduct Bus Stop Roof Repairs	600.00
MCPCDec22	Mr G Davis	Parish Clerk 27/12 to 31/12/22	319.70
MCPCVlgeClnDec	Ian Croker	Village Cleaning Dec 2022	351.65
120PH002922852309	HMRC	Month 9 Paye	80.00
MC PC 221003	Village Hall	November parish Council Meeting	25.00

906

Payments for Approval at Meeting on 17th January 2023			
	C&R Fencing Ltd	Replacement Handrails on Drung	2271.60

907 **Budget for 2022/23 and Parish Precept**
The Clerk presented a draft budget to generate a small surplus of income over expenditure for the purpose of restoring reserves to an appropriate safe level following extensive Parish Works throughout the current year. Councillors resolved unanimously to accept this budget and to therefore increase the increase the Precept to £12,236 an increase of £1,253, an average contribution of £69.04 for a Band D Household, being an increase of 8.61%, or £5.47 per household, on the previous year.

908 **Bank Account – O**nline Access and Mandate.- Given the immense difficulty in achieving any change to these, the Clerk proposes that the matter of updating them is left until June when the new Council will be in place.

6.		**Parish Council Matters**
	909	**Declarations of Members Interests – New Councillors to provide completed declarations.** Cllr Penny Tranter will complete and return to Clerk.
7.		**Parish Matters and Works** **Parish Council Equipment and Facilities – Checks by Councillors.** **Village Playground –** No actions to report. **Neighbourhood Watch** – No matters to report. **Lockup Repairs** – No actions to report.
	910	**Drung Handrails** – Innox Drung - The replacement handrails are complete. The small issue with some of the fixing brackets has been resolved. The Clerk is instructed to pay the Invoice and request the grant funding from the School. Church Drung – A purchase order for these repairs has been received from B&NES Council, and the Clerk has sent a corresponding Purchase Order to our contractors. Work is anticipated shortly.
	911	**Bus Shelter –** The Roof Repairs have been completed and the invoice paid. The West of England Combined Authority have indicated a willingness to take responsibility for the Bus Shelter. The Chair will continue to progress this matter with them.
	912	**Miss Davis Garden** – The Winter Clearance works, and the removal of the dead Box Bushes have been completed.
	913	**Grit Bins** – It was reported that all are full and in good condition.
	914	**Tucking Mill Toads** – Tucking Mill Lane Road Closure – The draft of the Letter to B&NES Highways supporting the principal of the closure was agreed, and the Clerk instructed to send it following the agreement of South Stoke Parish Council.
	915	**Website and IT Upgrades** – The Clerk explained that the age of all IT equipment, software and Website was now more than 10 years old, and unsupported, and incapable of upgrade. The Parish Council agreed the £1,000 provision within the budget for the provision of suitable replacements, and instructed the Clerk to request Swan Management Services to proceed with rebuilding the Website.
	916	**Village Hall** – Replacement Windows – The Clerk advised that the Parish Council could commission the replacement of the Village Hall windows, and would then be able to re-claim the VAT element of the cost, particularly if Community Infrastructure Levy funds were used.
8.		**Planning** **<u>Applications Received</u>**
	917	**22/05127/FUL - Monkton Combe Prep School, Church Road, Combe Down, Bath BA2 7ET -** Erection of a timber shelter to be used for outdoor recreation. Reprofiling of the existing grass bank to provide tiered grass seating areas for use in association with an outdoor theatre space and installation of footpath. – The Parish Council has No Comment to make.
	918	**22/04684/FUL - The Manor House , Mill Lane, Monkton Combe, Bath BA2 7HD -** Erection of extension to replace existing conservatory. Demolition of modern rear extension and replacement with new roofed structure with open sides. - Monkton Combe Parish Council consider that the proposal represents an improvement on what is present at the moment. However, the property is a detached historic Manor House, with some Medieval fabric remaining, within the Monkton Combe Conservation Area. We consider that the choice of materials, in particular the Burnt Larch Cladding is not sympathetic to the host building or Conservation Area, and that an appropriate stone facing should be used instead.
	919	**<u>PLANNING DECISIONS by B&NES & WILTSHIRE</u>** **22/04374/CLEU – Overdale, Warminster Road, Monkton Combe, Bath BA2 7HY -** Garage extension, carport, dormer window, single storey rear extension, terraced decking and outbuilding complex in the rear garden (Certificate of Lawfulness of Existing Use). **LAWFUL** **22/03708/FUL - 3 Tucking Mill Cottages, Tucking Mill Lane, Monkton Combe, Bath BA2 7DB -** Conversion of two cottages, 3 and 4 Tucking Mill Cottages into one dwelling with extensions to front and rear. Erection of detached garage. (Revised proposal). **PERMITTED**
	920	**<u>Decisions Pending</u>** **22/04505/FUL - Mount Pleasant Quarry, Mount Pleasant, Monkton Combe, Bath -** Erection of four dwellings and associated access, landscaping works and ancillary development following demolition of existing buildings, retention of two buildings as bat roosts. **22/03480/REM - Oldfield Rugby Football Club, Shaft Road, Monkton Combe, Bath** - Variation of conditions 1 attached to permission 12/04276/VAR (Variation of condition 1 and 2 of application

		11/00821/VAR (Variation of condition 3 of application 09/01859/FUL to amend the hours of use (Erection of single storey extensions and porch)). **22/01630/FUL - De Montalt Mill, Summer Lane, Combe Down, Bath -** Conversion of modern hipped roof to flat roof terrace **22/03749/VAR - Combe Grove , Brassknocker Hill, Monkton Combe, Bath BA2 7HS -** Variation of condition 7 (Plans List) of application 20/03553/FUL (The reconfiguration of the existing car park and associated landscaping works to provide mitigation, biodiversity and to improve the sense of arrival to Combe Grove via the principal entrance. (Resubmission))
	921	**PLANNING APPEALS** - None
	922	**ENFORCEMENT UPDATE** The Clerk wrote to B&NES Planning Officers chasing long standing enforcement cases, on behalf of South Stoke PC. It should now be assumed that these have all lapsed, and that therefore there are no outstanding Enforcement cases at the present time.
	923	**Other Planning Matters to Report** **New Local Plan - Parish/Town Council Engagement –** The Parish Council was invited to attend Workshops
9.	**924**	**Highways and Footpaths.** It was reported that Brassknocker Hill has been closed due to Black ice. It was noted and agreed that the problem arises from water running across the road from the drain that runs down the side of the road surface. The drain requires regular maintenance to prevent this from happening. It was agreed that the Chair and Vice Chair would each post an item to FixMyStreet, and the Clerk will write to Ward Councillors highlighting the issue.
10.		**Reports**
	925	**PARISH LIAISON MEETING –** The next meeting is 15th March 2023
	926	**VPA –** The Winding up Constitution was agreed at the AGM. The Chair will continue to press for the return of funds (Approx. £350).
	927	**BathAvon Area Forum** – Next meeting 8th March 2023 **Bath Preservation Trust & any other Meetings** – Nothing further to report.
	928	**School –** The Chair has circulated the minutes of the previous meeting.
11.		**Correspondence Received**
	929	**Online Election Briefing for Parishes - 25 January, 6pm (Zoom) –** Everyone is invited to attend this meeting hosted by B&NES Democratic Services – The Clerk will circulate details and the ZOOM Link.
12.		**Other matters to report**
	930	**Bus 94 Service Update** – No further progress to report.
13.	**931**	**Date of Next Meetings** The following **REVISED** dates were agreed:- Parish Council Meeting – Tuesday 21st March 2023 7:30 Annual Parish Meeting: Tuesday April 18th 2023 7:30 Annual Parish Council Meeting: Monday May 15th 2023 7:30 – Councillors agreed their availability for this **Essential Meeting**
14.	**932**	**EA/2022/0254; Monkton Combe Parish Council vs Information Commissioner (ICO Case Reference: IC-160435-H5M4).** The Parish Council continues to await further correspondence from the Tribunal.

Meeting Closed at 21:28

Approved and signed Tuesday 21st March 2023 …….. Chairman