

MONKTON COMBE PARISH COUNCIL
Minutes of the Parish Council Meeting
Held in the Village Hall on 9th July 2018 at 7.30pm

		Parish Council Members Present: Cllr Lyn Alvis, Cllr Des Wighton, Cllr Ross Buchanan, Cllr Ann Stewart, Cllr Simon Call, Cllr. Mike Wareham, Mr. Geoff Davis – Clerk.	
1	998	To receive apologies for absence – Cllr Gavin Douglas	
2	999	Declarations of interest and dispensations – None.	
3	001	Confidential Matters - None	
4	002	Minutes of Annual Parish Council meeting held on 10^h May 2018 were approved and signed by the Chairman.	
5	003	Financial Matters RFO Report and Payments for Approval - The RFO Report was received and noted. Bank Balances as at 01.05.2018	
		Current	£8,992.16
		Bath Building Society	£9,175.91
		Bath Building Society (Miss Davis)	£12,649.64
	004	Receipts since meeting on 10th May 2018.	
		2 B&NES Council	Agency payment - Parish Sweeper £3,262.66
		3 B&NES Council	Agency payment - Footpaths £231.31
		4 Village Hall	Grant - Village Hall Floor £9,291.00
	005	Payments approved as standing payments or at meeting on 10th May 2018 which have now been made.	
		10:15:17 Jeff Avis Gdn Svcs	Car Park & Miss Davies April 2018 75.00
		10:19:48 Came & Company	Insurance Renewal 2018-19 285.60
		10:26:03 SLCC	Membership Renewal Contribution 47.35
		11:09:14 Sarah Richardson	Internal Audit Fee 2018 100.00
		11:10:59 Sarah Richardson	Internal Audit Travel Expenses 5.00
		100007 William rose & co Ltd	50% Deposit Village Hall Floor 9291.12
		12:12:14 Mr. G. Davis	Parish Clerk 29/4/18 - 26/5/18 226.78
		12:14:00 HMRC	Month 2 Paye 56.60
		12:14:13 Mr. G. Davis	McAfee Anti-Virus 2018-20 59.99
		SO-JUNE Ian Croker	Village Cleaning 284.86
		15:53:55 Ian Croker	Backpay 2017-18 59.95
		16:45:19 Jeff Avis Gdn Svcs	Car Park & Miss Davies June 2018 75.00
		16:49:15 St Michaels Church	Electricity - Church Gate light 50.00
		17:50:53 Mr. G. Davis	Parish Clerk 27/5/18 - 30/6/18 228.43
		17:53:43 HMRC	Month 3 Paye 57.20
		SO-JULY Ian Croker	Village Cleaning 284.86
	006	Payments for Approval - None	
	007	Contribution from Miss Davies account towards cost of maintenance. It was agreed that payment of the 2017-18 costs of maintaining the garden is to be made from the Miss Davies account. The chair undertook to try and find any original documents relating to the bequest in order that the Parish Council can make the most appropriate decision about funding costs going forward.	
	008	Review of Financial Regulations – The clerk advised that the Financial Regulations do not need to be changed as Accounts are still submitted to the External Auditor. They are only exempt from Audit if the turnover is less than £25,000.	
6	009	Employment Matters – Benchmarking and Review of Clerks Hours and Pay Scale. The Chair received a response to the Benchmarking exercise on the clerk's hours and rate of pay as advised by the Auditor. It was agreed to implement the recommendation of 7 hours per week at Scale Point 18 (£9.808 per hour). It was also agreed that this should be effective from 1 st April 2018.	

Approved and signed Monday 10th September 2018 Chairman

7	<p>Parish Matters and Works</p> <p>010 Progress on Audit matters – Councillors details and Security Arrangements - The clerk has yet to provide updated security arrangements as recommended by the auditor but will be able to do so for the next meeting. Not all Councillors have yet moved to a monktoncombecpc.org e-mail and the clerk was awaiting progress on this before updating published contact details.</p> <p>011 GDPR Compliance and Data Privacy Policy - Councillors use of monktoncombecpc.org e-mails as above is one component of these. Also the Data Privacy Policy has yet to be produced. However, templates and pro-formas are now available from NALC/ALCA thus these will now be much easier to produce.</p> <p>012 Equipment and Facilities – Checks by Councillors to report - Councillors reported on their respective assets in particular that none required any attention. The only point of note being the Millennium Bridge which was showing some signs of wear.</p> <p>013 Village Hall Floor – Works are scheduled and expected in August 2018.</p> <p>014 Village Playground – Re-Painting of the swings was agreed at a cost of £185 and is going ahead.</p> <p>015 Broadband Improvements for Monkton Combe – The works in Shaft Road are only to facilitate the connection of the Boarding Houses to the existing school network. Nothing further has been received from Truespeed other than an intention to have a stall at the village Barbeque.</p> <p>016 Neighbourhood Watch – It was reported that there will be one PCSO assigned to the village, rather than two, with less frequent meetings at the Wheelwrights. Also that attempts were being made to cut down on irrelevant information being received.</p> <p>017 Phone Box Church Lane / Mill Lane Junction – The Council is now being pressed to provide a progress report to the Community Empowerment Fund and needs to provide an account within the next few weeks in order to retain the funding. Cllr. Mike wareham agreed to research the sourcing of an O/S Map suitable for display in the box. Cllr. Ross Buchanan agreed to investigate replacement glass. The clerk will provide the paint specification to the chair. Cllr. Simon Call stated that the school was interested in providing books for the book exchange facility.</p>
8	<p>Planning</p> <p>Applications Received -None</p> <p>018 PLANNING DECISIONS by B&NES & WILTSHIRE</p> <p>18/00710/LBA - 2 Brassknocker Hill Cottages, Brassknocker Hill, Monkton Combe, Bath BA2 7HU - External works to repair and update the underlying roof covering. CONSENT</p> <p>Variation of a Premises Licence - Waterhouse Hotel, 5 Waterhouse Lane, Monkton Combe, Bath, Wiltshire, BA2 7JB - To amend a condition currently on the licence, in order to allow the sale of Alcohol to non residents on any Saturday and Sunday PERMITTED</p> <p>18/01625/FUL - School House, Monkton Combe School, Church Lane, Monkton Combe, Bath BA2 7HG - Replacement of existing metal/timber single glazed windows with powder-coated aluminium double glazed windows. Form new external timber doorways to proposed changing rooms. To replace existing single ply/felt flat roof with new felt flat roof covering. Replace the roof level staircase external timber cladding and some cladding to first floor toilet with Marley Eternit Cedral cladding. Colour Grey Brown. PERMITTED</p> <p>18/01924/FUL - Hillcrest, Warminster Road, Monkton Combe, Bath BA2 7HY - Erection of a rear single storey extension and decking area. – PERMITTED</p> <p>18/01851/FUL - Monkton Combe School Farm, Brassknocker Hill, Monkton Combe, Bath BA2 7HX - Proposed erection of 2 dwellings following demolition of redundant agricultural buildings; alteration to existing dwelling; and associated access and comprehensive landscaping. REFUSED</p> <p>019 Decisions Pending</p> <p>18/02479/TCA - Combe Grange, Shaft Road, Monkton Combe, Bath, Bath And North East Somerset, BA2 7HL - 5x Ash T1, T2, T3, T4 and T5 – fell</p> <p>PLANNING APPEALS – None</p> <p>020 ENFORCEMENT UPDATE - 17/00324/UNDEV Field Parcel 4385 Summer Lane - Following an officer’s site visit to field parcel 4385 off of Summer Lane last week, it was apparent that the hardstanding in question had not been removed as requested. In this case the given that the access into the field has consent, and the hardstanding does provide a safe area for vehicle to enter and exit the access and also limit any egress of mud onto the lane, the Council have therefore decided that it is not expedient to take any further action and the case will be closed.</p>

		Other Planning Matters to Report
	021	B&NES Local Plan/HELAA Site Assessment – The clerk was asked to provide a set of the paper forms for Cllr. Mike Wareham. Cllr. Des Wighton agreed to complete a set in preparation for the drop in sessions.
	022	Consultation on a new Sustainable Construction Checklist – Cllr Ross Buchanan agreed to look at this and the clerk will forward to consultation invitation to him.
9	023	Highways and Footpaths – The Parish Council thanks Cllr. Gavin Douglas for his work in facilitating the repairs to the walls, and thanks the Cotswold Volunteers for carrying out the work. The clerk was asked to write to them with thanks.
10		Reports
	024	BathAvon Forum – 2nd August – There has been a call for agenda items and Cllr. Lyn Alvis will attend and report at the next meeting.
	025	PARISH LIAISON MEETING 30th May, 2018 – Report – The most significant item of report is the Parish Sweeper Review. The scheme will be replaced by a transitional arrangement for those Parishes with a current agency scheme. Monkton Combe will received the maximum value under the scheme, but what this figure is and what other arrangements will be in place is not known.
	026	VPA, Bath Preservation Trust & any other Meetings – The next VPA meeting is 17 th October. There is nothing further to report on the A46/A36 link. It was also reported that Warleigh Island had been bought with the intention of running events.
	027	The Bath Preservation Trust had declined to comment on the Monkton School farm application.
11		Correspondence Received - None
12		Other matters to report
	028	Midford Castle Bends works – Cllr. Ann Stewart highlighted the traffic disruption likely to occur when these works are carried out. We will seek to draw this to the attention of B&NES Highways when the work plans are available.
	029	Fingerpost on Tucking Mill lane – It was agreed that Cllr. Ross Buchanan will retrieve the broken sign from Nick Sperring and facilitate either its repair or replacement. The Parish Council agreed a budget of £400 for him to do this.
13	030	Date Of Next Meetings The following dates for future meetings were agreed:- Monday 10th September 2018, Monday 12th November 2018 Monday 7th January 2019, Monday 4th March 2019 Annual Parish Meeting: Monday April 29th 2019 was confirmed, Annual Parish Council Meeting: May 13th 2019 The meeting Closed at 21:45