

MONKTON COMBE PARISH COUNCIL**Minutes of the Annual Parish Council Meeting
Held in the Village Hall on 13th May 2019 at 7.30pm**

		Parish Council Members Present: Cllr Lyn Alvis, Cllr. James Bradby, Cllr Gavin Douglas, Cllr. Mike Wareham, Cllr Des Wighton, Mr. Geoff Davis – Clerk. Others Present: Adelle Brenner, Andreea Imecs
1	166	Declaration of Acceptance of Office – All Councillors Cllr Lyn Alvis, Cllr. James Bradby, Cllr Gavin Douglas, Cllr. Mike Wareham, Cllr Des Wighton, each signed their Declaration of Acceptance of Office and these were then signed by Mr. Geoff Davis – Clerk.
	167	The clerk declared that one Councillor Post remained vacant after the election. Andreea Imecs indicated she was willing to stand as councillor. Gavin Douglas proposed her as councillor, Des Wighton seconded this and she was co-opted unanimously as Councillor.
	168	The clerk declared that Cllr. Ross Buchanan was unwilling to sign his declaration of acceptance of office creating a further vacant post. Adelle Brenner indicated she was willing to stand as councillor. Des Wighton proposed her as councillor, Mike Wareham seconded this, and she was co-opted unanimously as Councillor.
2	169	Election of Officers – Chairman and Vice Chairman Des Wighton indicated his willingness to stand as Chairman for the next year. He was proposed by Gavin Douglas, seconded by Lyn Alvis, and duly elected unanimously. Mike Wareham indicated his willingness to stand as Vice Chairman for the next year. He was proposed by Gavin Douglas, seconded by Lyn Alvis, and duly elected unanimously.
3	170	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.
4	171	To receive apologies for absence – Cllr Ross Buchanan
5	172	Declarations of interest and dispensations – None.
6	173	Confidential Matters - None
7	174	Minutes of Parish Council meeting held on 18th March 2019 were approved and signed by the Chairman.
8	175	Minutes of Annual Parish meeting held 29th April 2019 were approved and signed by the Chairman.
9		Annual Return
	176	Accounts for year ending 31st March 2019 –The council approved the accounting statements for the year ending 31 st March 2018. These were signed by the Chair and Clerk.
	177	Review and Adoption of Standing Orders, Risk assessment, Asset Register, and Financial Regulations – The Standing Orders as reviewed and adopted previously were confirmed as unchanged. The Risk Assessment as reviewed and adopted previously were confirmed as unchanged. The Asset Register as reviewed and adopted previously were confirmed as unchanged, noting only the minor change needed as recommended by the Internal Auditor. The Financial Regulations as adopted previously were confirmed as unchanged. The clerk confirmed the new Data Privacy Policy as adopted was now in place.
	178	The Council approved the renewal of the Parish Council Insurance Policy .
	179	Auditors Report – The Internal Auditor has completed the Annual Internal Audit Report , and provided a letter of comment saying she was pleased that all recommendations provided in her previous report had been fully implemented and that the council was compliant on all matters. She made two minor notes, one on the Asset Register and one on the changing relationship with the Parish Sweeper consequent on the ceasing of the B&NES Parish Sweeper scheme. The Council thanks the auditor for her thorough and valuable contribution to the Council and approved payment of her invoice.
	180	Annual Return – Annual Governance Statement - The Chairman read the Annual governance statements and the council approved each one. The Chairman and the Clerk then signed the Annual Return accordingly.
	181	Annual Return – Accounting Statements - The Parish Council approved the Accounting Statements for 2018/19. The Chairman and the Clerk then signed the Annual Return accordingly.

Approved and signed Monday 8th July 2019 Chairman

10	182	Register of Members Interests – Review, Amendment and Signing - All Councillors either completed a new declaration or confirmed their existing declarations of pecuniary interests by signing again.																																																																				
11	183	General Power of Competence – The Parish Council resolves unanimously that from 13 th May 2019, 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.																																																																				
12		Financial Matters																																																																				
	184	Section 137 Subscriptions The following subscriptions were approved to be paid by the Council under S137 provision. <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Valley Parishes Alliance</td> <td style="width: 40%; text-align: right;">£100.00</td> </tr> <tr> <td>Council for Protection of Rural England</td> <td style="text-align: right;">£40.00</td> </tr> </table>	Valley Parishes Alliance	£100.00	Council for Protection of Rural England	£40.00																																																																
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	185	RFO Report and Payments for Approval - The RFO Report was received and noted. Bank Balances as at 01.05.2019																																																																				
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		1 B&NES COUNCIL Parish Precept April 2019 Part 1 £3,984.00																																																																				
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	189	The Parish Council resolved to make the following Payments by Direct Debit:-																																																																				
		<ul style="list-style-type: none"> • CPRE – Annual Membership £40.00 • Information Commissioner - Data Protection Registration £35.00 																																																																				
13		Parish Matters and Works																																																																				
	190	Parish Councillors' Individual Responsibilities – The following responsibilities were agreed:-																																																																				
		Lyn Alvis Footpaths and Bridleways, Rights of Access and Stiles, Neighbourhood Watch, ALCA Representative, B&NES Parishes liaison, Village Bus Service; Bus Shelter, Planning, Village Sweeper Truck																																																																				
		James Bradby Church liaison, Village Signs – footpaths, roads etc., Footpaths and Bridleways Rights of Access and Stiles, and Hedgerows and Verges, Planning																																																																				
		Adelle Brenner Road Safety, Public Seating and benches, and School Liaison																																																																				
		Gavin Douglas Graffiti and Litter, Fly Tipping, Litter bins, Dog fouling, Monkton Combe School liaison, Police Authority liaison, Planning																																																																				
		Andrea Imecs Finance, Broadband, Planning, Mill Leat and Weir, Grit Bins																																																																				
		Mike Wareham Vice Chairman Roads and Highways, Gullies and Drainage, Planning																																																																				

Approved and signed Monday 8th July 2019 Chairman

		<p>Des Wighton - Chairman Planning Applications, policy and consultation, Parish Plan, ALCA Representative, Village Hall liaison, Village Hall Car Park and Garden, Village Playground – health safety and maintenance, Village Lock-up, Mill Lane Phone Box</p> <p>Geoff Davis – Clerk Responsible Financial Officer, Parish Notice Boards and Communication</p> <p>191 Equipment and Facilities – Checks by Councillors to report – detailed in items below.</p> <p>192 Village Playground – The refurbishment of the existing playground is being progressed with quotations being sought.</p> <p>193 Broadband Improvements for Monkton Combe – Implementation of a scheme is expected by Truespeed. The chair will make contact with them to determine and discuss the proposed build route.</p> <p>194 Neighbourhood Watch – The previous Police liaison meeting was on 14th April. A date is not known for the next.</p> <p>195 Phone Box Church Lane / Mill Lane Junction – The refurbishment has been reported for final approval of funding from the Community Empowerment Fund. Ross Buchanan will be asked to complete the works for the new windows.</p> <p>196 Bus Shelter – It was reported that a number of roof tiles are falling out. Cllr. Mike Wareham will arrange for a contractor to look at this.</p> <p>197 Miss Davies Garden – It was agreed that part of the capital sum held for the maintenance of Miss Davies garden could be used for a new fence to make the area safe, and this is needed in order to progress other works. The Chair will obtain quotes.</p>
14		<p>Planning <u>Applications Received</u></p> <p>198 19/01325/FUL - Westbury View Shaft Road Monkton Combe Bath BA2 7HN - Provision of new dormer windows and roof alterations. This application has been Refused by B&NES Planning Authority as it contained many inaccuracies.</p> <p>199 19/01415/FUL - Golf Course Combe Grove Brassknocker Hill Monkton Combe Bath 7HG - Conversion of golf driving range building for horticultural use. 19/01458/FUL - Combe Grove Brassknocker Hill Monkton Combe Bath BA2 7HS - Erection of 4 No. temporary portacabins for office use by apprentices. 19/01982/FUL - Combe Grove Brassknocker Hill Monkton Combe Bath BA2 7HS - Erection of switch room building to accommodate electrical equipment. The Chair and Cllr. Gavin Douglas have met on site and discussed these proposals with the Planning Consultant and Applicant. The chair will submit the Parish Council comments to the B&NES Planning Portal.</p> <p>200 <u>PLANNING DECISIONS by B&NES & WILTSHIRE</u> 19/00919/FUL & 19/00920/LBA - 2 Rose Cottages, St Michael's Court, Monkton Combe, Bath BA2 7EZ - Internal and external works including erection of a single- storey rear extension. Permit & Consent</p> <p>201 <u>Decisions Pending</u> 19/00611/FUL - Oldfield Rugby Football Club, Shaft Road, Monkton Combe, Bath BA2 7HP - Erection of equipment store and gym formed from 3 no. timber clad shipping containers</p> <p>202 <u>PLANNING APPEALS</u> - APP/F0114/W/18/3218737 - 18/01851/FUL - Monkton Combe School Farm Brassknocker Hill Monkton Combe Bath - Proposed erection of 2 dwellings following demolition of redundant agricultural buildings, alteration to existing dwelling, and associated access and comprehensive landscaping. Event date decided, No Decision date.</p> <p>203 <u>ENFORCEMENT UPDATE</u> - 19/00243/UNDEV - Parcel 3131 Tucking Mill Lane Midford Bath - Creation of hardstanding area. – Under Investigation.</p> <p>204 <u>Other Planning Matters to Report</u> Briefing Note For Parish & Town Councils On The Local Plan 2016-2036 (April 2019) - Noted</p>
15		<p>Highways and Footpaths.</p> <p>205 Proposed re-routing of National Cycle Route 24 (NCN24) through Monkton Combe School – The school has arranged a meeting on 6th June at 6 p.m. in the Village Hall to discuss this with residents.</p>
16		<p>Reports</p> <p>206 PARISH LIAISON MEETING - The next meeting is on 24th July 2019. VPA, Bath Preservation Trust & any other Meetings – Minutes have been circulated. School – Minutes have been circulated.</p>

17		Correspondence Received - None
18	207 208	Other matters to report Damaged Car in St. Michaels Court – It was reported that a vehicle had driven into St. Michaels Court and damaged a parked car, leaving without reporting this to anyone. School Signs – It was questioned whether the new School Signs were of such a size that they required Planning Consent. The matter will be raised with the School.
19	209	Date of Next Meetings The following dates for future meetings were agreed:- Monday 8th July 2019, Monday 9th September 2019, Monday 11th November 2019, Monday 6th January 2020 Monday 2nd March 2020 Annual Parish Meeting: Monday April 6th 2020 Annual Parish Council Meeting: May 11th 2020 The meeting Closed at 21:59

Approved and signed Monday 8th July 2019 Chairman