MONKTON COMBE PARISH COUNCIL

Draft Minutes of the Annual Parish Council Meeting Held in the Village Hall on 15th May 2023 at 7.30pm

		Parish Council Members Present: Cllr Lyn Alvis, Cllr. James Bradby, Cllr. Adelle Brenner, Cllr. Charles Carr, Cllr. Penny Tranter, Cllr. Mike Wareham, Cllr Des Wighton, Mr. Geoff Davis – Clerk.						
1	965	Declaration of Acceptance of Office – All Councillors signed their Declaration of Acceptance of Office and these were then duly signed by the Clerk.						
2	966	Elections of Chair and Vice Chair: Cllr. Penny Tranter proposed Des Wighton as Chair, this was seconded by Cllr. Charles Carr, and carried unanimously. Elections of Chair and Vice Chair: Cllr Des Wighton proposed Mike Wareham as Vice Chair, this was seconded by Cllr. Penny Tranter, and carried unanimously. Both Cllr. Des Wighton and Cllr. Mike Wareham indicated their willingness to stand in their respective roles, and they and the clerk signed their Declarations of Acceptance of Office.						
3	967	To receive apologies for absence – None						
4	968	Declarations of interest and dispensations – None.						
5	969	Confidential Matters - Item 19 on the agenda - EA/2022/0254; Monkton Combe Parish Council vs Information Commissioner.						
6	970	Minutes of Parish Council meeting held on 21st March 2023. Approved and signed by the Chairman.						
7	971	Minutes of Annual Parish meeting held 18 th April 2023 were approved and signed by the Chairman.						
8	972	Annual Return Accounts for year ending 31st March 2023 – The council approved the accounting statements for the year ending 31st March 2023. These were signed by Cllr. Des Wighton and the Clerk. It was noted that the costs for the Website Upgrade had been recorded as Parish Works rather than E-mail and Website						
	973	Services. Auditors Report – The Internal Auditor has completed the Annual Internal Audit Report, and provided a letter of comment saying he was satisfied that the council was compliant on all matters, but highlighting some minor issues and recommended changes to Standing Orders, Financial Regulations, Asset Register and Risk Assessment. These documents have been revised for approval below. The Parish Council will address the issues during the coming year.						
	974	The Council thanks the auditor for his thorough and valuable contribution to the Council and approved payment of her invoice.						
	975	Review and Adoption of Standing Orders, Risk assessment, Asset Register, and Financial Regulations. The Standing Orders, Financial Regulations, Risk Assessment, and Asset Register were revised in line with the Internal Auditors recommendations, and reviewed by Council. All were approved and adopted and signed by the Chair.						
	976	Parish Council Insurance – It was agreed that the BHIB/Aviva Quotation at a premium of £428.40, provided the most appropriate cover, as it provided cover for the Lockup and Walls, Gates and Fences in addition to all the standard items previously insured. The Clerk was instructed to arrange cover.						
	977	Certificate of Exemption – The Parish Council confirms that the Total Gross Annual Income and Total Gross Annual Expenditure do not exceed £25,000 and confirms all the statements required for Exemption apply. The Chairman and the Clerk then signed the Certificate of Exemption accordingly.						
9.	978	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 Governance Statement accordingly.						
J.	979	Annual Return – Accounting Statements - The Parish Council approved the Accounting Statements for 2022/23. The Chairman and the Clerk then signed the Annual Return - Accounting Statement accordingly.						
	980	General Power of Competence – The Parish Council resolves unanimously that from 15 th May 2023, 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.						

10		Financial Matters								
10	981	l V/DA had	dichanded & CDRI							
	301	Section 137 Subscriptions There are no Section 137 subscriptions approved. VPA has have increased their subscription to £60, and failed to maintain the Direct Debit. The								
	982	 consider that renewing represented value for the Electors. RFO Report and Payments for Approval - The RFO Report was received, noted and signed by t and Cllr. Charles Carr. 								
	983									
		Current Metro Bank	£9,366.34							
		Metro Bank Savin	gs	Bath Building Society (Miss	Building Society (Miss Davis) £11,795.35					
	984		1							
	704	Receipts since meeting	on 21st	1						
		1 B&NES Council			April Payment	£6,118.				
		2 VPA			f Membership Subs	£317.84	1			
		3 Metro Bank		Interest		£2.60				
	985					2022 1:				
	303	been made.	standing	gpayments	or at meeting on 21st March	2023 Whi	cn nave now			
		DD-ICO	Informa	ation	Data Protection renewal 2023	2-24	35.00			
			Commis		Data i rotection renewal 2025	J-24	33.00			
		MCPCMar23	Mr G Da		Parish Clerk 26/2/23 to 01/04	/23	319.90			
		MCPCVlgeClnMar	Ian Cro		Village Cleaning Mar 2023	, 23	351.65			
		120PH002922852312	HMRC		Month 12 Paye		79.80			
		11753 G DAVIS	SLCC		Membership Renewal MCPC part		62.94			
		SUBS-2023-058	ALCA		Membership Renewal		77.49			
		MC PC 231014	Village Hall		Hall Hire 17-01-23		25.00			
		MCPCApril23 Mr G Davis			Parish Clerk 2/4/23 to 29/4/23		255.96			
		231030 MC PC	Village Hall		Hall Hire 21-03-23		25.00			
		5008 MCPC	Jeff Avis		Miss Davis Garden & Car Park Apr 23		90.00			
		MCPCVlgeClnApr	Ian Croker		Village Cleaning April 2023		351.65			
		120PH002922852401	HMRC		Month 1 Paye		63.80			
	986	Payments for Approval at Meeting on 15th May 2023								
		Summer Lane Books	Internal Audit - Fee	125.00						
	007	The Parish Council resolved to make the following Payments by Direct Debit:-								
	987									
11.		Parish Council Matters								
	988	I			s completed their Election Exp	enses forr	ns, making Nil			
40	000	Returns. The Clerk will se								
12.	989	Register of Members Interests – All Councillors confirmed their entries were unchanged, change of address for ClIr. Mike Wareham. Each signed an updated declaration for the ne								
						נוטוו וטו נו	ie new Councii.			
	 Parish Council Equipment and Facilities – Checks by Councillors. Village Playground – We await the outcome of the RoSPA Annual Inspection which is du 						s due to take place i			
		June.								
		Neighbourhood Watch – Nothing to report. Lockup Repairs – Nothing to report.								
		991 Miss Davis Garden – The Winter clearance has been done.								
	991	= = =	992 Village Hall – The VHMC is proceeding with the new windows, with a contract b							
		Miss Davis Garden – The Village Hall – The VHMC	is procee	_		_	-			
	992	Miss Davis Garden – The Village Hall – The VHMC hoped to re-apply for Lo	is procee ttery Fun	ding. There	was a successful Coronation D	ay celebr	ation.			
		Miss Davis Garden – The Village Hall – The VHMC hoped to re-apply for Lo Website and IT Upgrade	is procee ttery Fun s – The w	ding. There ebsite has	was a successful Coronation Deen upgraded and now cover	ay celebr s most, if	ation. not all, of the			
	992	Miss Davis Garden – The Village Hall – The VHMC hoped to re-apply for Lo Website and IT Upgrade Accessibility requiremen	is procee ttery Fun • s – The w ts. It was	ding. There ebsite has not though	was a successful Coronation Deen upgraded and now cover not necessary to make any further.	ay celebr s most, if er improv	ation. not all, of the ements. The websit			
	992	Miss Davis Garden – The Village Hall – The VHMC hoped to re-apply for Lo Website and IT Upgrade Accessibility requiremen monktoncombe.com wa	is procee ttery Fun s – The w ts. It was s highligh	ding. There ebsite has not though ted as the	was a successful Coronation Deen upgraded and now cover not necessary to make any furthous Willage Website, and it was con	oay celebres most, if er improves is in a contract of the cont	ation. not all, of the ements. The websit n excellent Village			
	992	Miss Davis Garden – The Village Hall – The VHMC hoped to re-apply for Low Website and IT Upgrade Accessibility requiremen monktoncombe.com wa Website. The Chair will compare the village of the Chair will compare the village of the	is procee ttery Fun s – The w ts. It was s highligh ontact th	ding. There yebsite has not though ted as the eem, as the	was a successful Coronation E been upgraded and now cover nt necessary to make any furtho Village Website, and it was con Parish Council information is a	Pay celebr s most, if er improv sidered a little out	ation. not all, of the ements. The websit n excellent Village of date, and links			
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42		Diameter -				
13	Planning Applications Received None					
	005	Applications Received - None				
	995	PLANNING DECISIONS by B&NES & WILTSHIRE				
		23/00635/CLEU - Golf Course, Combe Grove, Brassknocker Hill, Monkton Combe, Bath - Change of use				
		of land from a golf driving range (ancillary to C1 hotel use) to horticulture/agriculture, including a kitchen				
		garden and grazing land (Certificate of Lawfulness of Existing Use). Lawful				
		23/00116/TCA - Land At Combe Grange, Shaft Road, Monkton Combe, Bath - Cherry (T1) - Reduce by 2m.				
		Ash (G1) approx 8 - fell due to having die back. No Objection				
		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. Re-profiling of the existing grass bank to provide tiered				
		grass seating areas for use in association with an outdoor theatre space and installation of footpath.				
		Application Permitted				
		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)) Permitted				
	996	<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.				
		22/01630/FUL - De Montalt Mill, Summer Lane, Combe Down, Bath - Conversion of modern hipped roof				
		to flat roof terrace				
		PLANNING APPEALS - None				
		ENFORCEMENT UPDATE – Nothing to Report				
		Other Planning Matters to Report – Nothing to Report				
14		Highways and Footpaths.				
	997	Tucking Mill Toads (TMT) - Tucking Mill Lane Road Closure – The Clerk was asked to invite TMT to the				
		next meeting so they can brief the Council on the outcome from the Voluntary efforts this current year,				
		and to review the need for the road closure in the light of its success.				
15		Reports				
	998	PARISH LIAISON MEETING – The Clerk report on the presentation on the new Demand Responsive				
		Transport from the Meeting 23rd March 2022. Next meeting 13 July 2022 18:30-20:30.				
		Bath Preservation Trust – No Report.				
		School – There has been no meeting since the Parish Meeting at which the School gave a full report.				
16		Correspondence Received - None				
17		Other matters to report				
	999	Bus 94 Service Update - Comments were received on the introduction of the DRT and there is no				
		response as yet from Wiltshire CC on the Bus 94 Service. The Clerk was asked to provide feedback to				
		WECA on the poor display of the QR Codes on many bus stops which are unreadable.				
	001	Brassknocker Hill Speed Limits and Weight Restrictions – Cllr Charles Carr reported on the many				
	-	violations of both the Speed Limit, and the Weight Restrictions, and on the frequency of inappropriate				
		speed on the hill. The Parish Council will follow this up again with B&NES Highways.				
<u> </u>						
18	002	Date of Next Meetings				
		The Clerk will circulate dates for the next meeting to be held in July, for Councillors to agree which suits				
		them best. Meeting dates for subsequent meetings to be agreed at that meeting.				
19	003	EA/2022/0254; Monkton Combe Parish Council vs Information Commissioner (ICO Case Reference: IC-				
		160435-H5M4). The Clerk gave a report on current position. The matter will now be reviewed by a Judge.				
		The meeting Closed at 21:50				