

MONKTON COMBE PARISH COUNCIL

**Minutes of the Annual Parish Council Meeting
Held in the Village Hall on 14th May 2024 at 7.00pm**

		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. Fiona Gourley
1	175	Elections of Chair and Vice Chair: Cllr. Adelle Brenner proposed Des Wighton as Chair, this was seconded by Cllr. James Bradby, and carried unanimously. Elections of Chair and Vice Chair: Cllr Des Wighton proposed Mike Wareham as Vice Chair, this was seconded by Cllr. Adelle Brenner, 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.
2	176	To receive apologies for absence – None
3	177	Declarations of interest and dispensations – None.
4	178	Confidential Matters – None
5	179	Minutes of Parish Council meeting held on 26th March 2024. Approved and signed by the Chairman.
6	180	Minutes of Annual Parish meeting held 16th April 2024 were approved and signed by the Chairman.
7		Annual Return
	181	Accounts for year ending 31st March 2024 –The council approved the accounting statements for the year ending 31 st March 2024. These were signed by Cllr. Des Wighton and the Clerk.
	182	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 Financial Regulations. The Parish Council will address the issues during the coming year.
	183	The Council thanks the auditor for his thorough and valuable contribution to the Council and approved payment of his invoice.
	184	Review and Adoption of Standing Orders, Risk assessment, Asset Register, and Financial Regulations. The Standing Orders, Risk Assessment, and Asset Register were reviewed and not considered to need any change. NALC has issued revised Model Financial Regulations to reflect changes in Banking that have occurred with online banking and payments. The Internal Auditor has also made recommendations for change. The Clerk was asked to produce a new set of Financial regulations for the Council that reflected these changes. These will be brought to the next meeting for Adoption.
	185	Parish Council Insurance – It was agreed that the BHIB/Aviva Renewal Quotation at a premium of £441.38, continued to provide the most appropriate cover. The Clerk was instructed to make Payment of the Renewal premium.
	186	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.
	187	Annual Return – Accounting Statements - The Parish Council having approved the Accounting Statements for 2023/24, the Chairman and the Clerk then signed the Annual Return.
	188	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.
8.	189	General Power of Competence – The Parish Council resolves unanimously that from 14 th May 2024, 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.
9.		Financial Matters
	190	Section 137 Subscriptions The Council approve the only Section 137 subscription of £40 to the Bath preservation Trust.
	191	RFO Report and Payments for Approval - The RFO Report was received, noted and signed by the clerk and Cllr. Des Wighton.

Approved and signed Tuesday 16th July 2024

..... Chairman

192	Bank Balances as at 01.05.2024				
	Current Metro Bank		£6,935.85	Bath Building Society	£9,556.64
	Metro Bank Savings		£3,063.00	Bath Building Society (Miss Davis)	£12,034.99
193	Receipts since meeting on 26th March 2024				
	19	Metro Bank	Interest		£3.93
	1	B&NES Council	Precept April Payment		£6,446.50
	2	B&NES Council	Agency payment - Footpaths		£216.29
194	Payments approved as standing payments or at meeting on 26th March 2024 which have now been made.				
	MCPCMar24	Mr G Davis	Parish Clerk 25/2/24 to 31/3/24		347.90
	FinalVC	Ian Croker	Final Village Cleaning Payment March 2024		88.65
	120PH002922852412	HMRC	Month 12 Paye		86.80
	SUBS-2024-063	ALCA	Membership Renewal 2024		82.22
	MC PC 231076	Village Hall	Village Hall Hire		50.00
	MCPCApr24	Mr G. Davis	Pay 1st April to 28th April 2024		278.36
	11753 G DAVIS	SLCC	Membership Renewal 2024		65.69
	120PH002922852501	HMRC	Month 1 Paye		69.40
	MCPC 5264	Jeff Avis Gdn Svces	Car park & Miss Davis GDN April 2024		108.00
	195	Payments for Approval at Meeting on 14th May 2024			
		Summer Lane Books Ltd. Mr. P Dawson	Internal Audit - Fee		125.00
196	The Parish Council resolved to make the following Payments by Direct Debit:- Bath preservation Trust Membership £40.00 Information Commissioner - Data Protection Registration £35.00				
10.	Parish Council Matters				
11.	197	EA/2022/0254; Monkton Combe Parish Council vs Information Commissioner (ICO Case Reference: IC-160435-H5M4). – The Clerk provided a summary report of the outcome of the Appeal Dismissal and consequent actions in his report to the meeting.			
	198	Matters arising from the Annual Parish Meeting – There were no matters arising that are not already dealt with in these Minutes.			
		Parish Matters and Works			
	199	Parish Sweeper – Resignation and Recruitment The Chair and Clerk will draw up a Job Description, Contract of Employment and Vacancy Advertisement. The provision of Vegetation clearance using a Strimmer will be sought with Local Landscape Contractors. The Cotswold Volunteer Wardens and the School will be approached and asked if they are willing to take on the task of vegetation control on certain paths. The remaining paths and roads will then be within the Sweepers Job Description to clear with hand tools supplied by the Parish Council.			
		Parish Council Equipment and Facilities – Checks by Councillors.			
	200	Car Park - Charging point installation – Nothing further has been heard from the supplier, who we believe to be waiting for a quotation from Western Power Distribution for the laying of a supply.			
	201	Village Playground – The RoSPA Annual Inspection is scheduled to take place in June.			
	202	Neighbourhood Watch – There was a significant Police Incident at Tucking Mill but the PCSO has informed us that the Public are not at risk.			
		Lockup Repairs – Nothing to report.			
		Miss Davis Garden – Nothing to report.			
203	Village Hall – Nothing to report.				
	Parish Council Noticeboard – A36 Petrol station – the Clerk was asked to remove the Noticeboard when convenient, and it will be returned to the Village Hall for inspection at the next meeting.				

12.	<p>Planning</p> <p><u>Applications Received</u></p> <p>204 24/01413/FUL - Little Dale, Mill Lane, Monkton Combe, Bath, BA2 7HD - Renovation of the existing home. Demolition of original one-storey building consisting of garage, storage, storage room and outdoor restroom and replace with a two-storey addition. Comment Only (i.e. not Objection and not Support) Monkton Combe Parish Council have No Objection in principle to this application to improve, develop and extend this property.</p> <p>However, we ask the Officer to carefully consider the increased prominence of this proposal in the Cotswold National Landscape, the Green Belt and in the setting of the Monkton Combe Conservation Area. The applicant's calculations are that there is a 32.8% increase in volume, and this is therefore within the accepted norms to be considered as NOT In-Appropriate Development under present Planning policy. However, this calculation relies upon the demolition of the outbuildings including the garage, and by subsuming these volumes into that for the main dwelling, it gives rise to a very substantial increase in volume for the proposed new main dwelling. We ask that the Officer confirms that this is an acceptable interpretation of Volume Calculation Norms.</p> <p>This substantial volume increase of the main dwelling then gives rise to the increased scale and massing of that new building and hence to the increased prominence within the landscape.</p> <p>As a result of the design and increased scale of the proposed building, there is a significant increase in the fenestration, and hence light spillage, particularly to the rear which overlooks the valley, and which is likely to be a 'Dark Skies' environment, and possibly a 'Bat Corridor'. This does not appear to have been considered within the PROTECTED SPECIES SURVEY, and there is no statement of Bio-diversity Net Gain, as required by the Local Plan Partial Update.</p> <p>205 24/01606/CLEU - Monkswell House, Mill Lane, Monkton Combe, Bath, BA2 7HD - Application for the stationing of 4 shipping containers sited on land adjacent to Monkswell House (Certificate of Lawfulness of Existing Use)</p> <p>Monkton Combe Parish Council Object strongly to this application as it seeks to regularise entirely Inappropriate use of a site which is within the Monkton Combe Conservation area, Green Belt, and Cotswold National Landscape.</p> <p>Given that this site appears to host multiple breaches of Planning Policy, not least that its use, the structures and items stored on it are wholly inconsistent with its Class of Use, it would be quite wrong to seek to regularise just this one breach of Planning Law, whilst ignoring all the others. Furthermore, were the presence of these shipping containers to be regularised, their presence would then be permitted in perpetuity within this historic village.</p> <p>We therefore ask that the Planning Authority REFUSE this Application for a Certificate of Lawful Existing Use, and suggest that an Officer visit the site, so they might better understand its context within the Village. And the Planning Authority then seek to engage with the owner so that in the fullness of time, the site might be cleared and its appearance and use rendered consistent with the important designations of the Green Belt, Conservation Area, and Cotswold National Landscape.</p> <p>206 <u>PLANNING DECISIONS by B&NES & WILTSHIRE</u></p> <p>24/01025/CONSLT - Brassknocker Basin, Warminster Road, Monkton Combe, Bath BA2 7JD - Consultation request from Caravan And Motorhome Club for the operation of a certified exempted camping and caravan site under paragraph 4 of the first schedule, Caravan Sites and Control of Development Act, 1960 at Brassknocker Basin, Limpley Stoke, nr Bath. BA2 7JD - NO OBJECTION</p> <p>24/00775/TCA - Monks Hill, Shaft Road, Monkton Combe, Bath, BA2 7HL - T1-Beech, remove major deadwood, lift lower canopy to 4.5m above ground level (measured from top lawn), clear out canopy of crossing limbs where practical. Thin out canopy, removing up to 10% of tertiary branches; end weight reduction of lateral limb over footpath beyond boundary way, as it has historic damage. T2-Foxglove tree, reduce lateral limbs of canopy over pond by no more than 2.5m to improve light. Balance remaining canopy, removing no more than 1.5m of growth. No Objection</p> <p>207 <u>Decisions Pending</u></p> <p>24/00949/FUL - Combe Hill House, Brassknocker Hill, Monkton Combe, Bath BA2 7HU - Repair and alteration to the former Coach House and Stables in the grounds of Combe Hill House. Alterations include replacing internal stairs, construction of new entrance lobbies, internal insulation and new timber windows, and alterations to internal walls and openings.</p> <p>24/00950/LBA - Combe Hill House, Brassknocker Hill, Monkton Combe, Bath BA2 7HU - Repair and alteration to the former Coach House and Stables in the grounds of Combe Hill House. Alterations include replacing internal stairs, construction of new entrance lobbies, internal insulation and new timber windows, and alterations to internal walls and openings.</p>
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	208	<u>PLANNING APPEALS</u> 22/01630/FUL - Address: De Montalt Mill, Summer Lane, Combe Down, Bath - Conversion of modern hipped roof to flat roof terrace - New Appeal <u>ENFORCEMENT UPDATE</u> – Nothing to Report <u>Other Planning Matters to Report</u> – Nothing to Report
13.	209 210 211 212	Highways and Footpaths. Temporary Closure of Public Bridleway BA16/18, Mill Lane, Monkton Combe - no further report at this point. Brassknocker Hill Speed Limits and Weight Restrictions – Cllr. Charles Carr was unavailable to report. Shaft Road - Tarmac drive extension protruding into road - B&NES Highways are now aware of this issue and have contacted the homeowner. The works that have taken place are unauthorised. The homeowner is working with us to revise the works, the first submission has been found to be unacceptable and we are awaiting a revised design submission. The homeowner is receptive and eager to work with B&NES Highways to resolve this issue to everyone's satisfaction. Combe Down Allotments – There is nothing further to report at the moment but the campaign and protest against closure continues.
14.	213 214 215	Reports PARISH LIAISON MEETING –Next meeting 26 th June 2024 18:30-20:30. Bath Preservation Trust – There have been no Environs Meetings in recent months, but these are expected to resume shortly. School – There has been no meeting since the Annual Parish Meeting.
15.		Correspondence Received - None
16.	216	Other matters to report Bus 94 Service Update – there is no further report beyond that given at the Annual parish Council meeting by Ward Cllr. Fiona Gourley.
17.	217	Date of Next Meetings The following dates for the coming year, all at 7:00 p.m. other than the Annual Parish Meeting, were agreed:- Tuesday 16th July 2024 – Parish Council Meeting – A brief meeting for essential business only. Tuesday 17th September 2024 - Parish Council Meeting Tuesday 19th November 2024 - Parish Council Meeting Tuesday 14th January 2025 – Parish Council Budget & Precept meeting. Tuesday 18th March 2025 - Parish Council Meeting Tuesday 15th April 2025 at 7:30 p.m. Annual Parish Meeting Tuesday 13th May 2025 – Annual Parish Council Meeting - Audit and Annual Return.
		The meeting Closed at 22:00