

BARROW GURNEY PARISH COUNCIL

Minutes of the Annual Parish Meeting held in the Village Hall, Barrow Gurney
on Monday, 14 May 2018.

Present: Claire Arbery (Chair), Ed Bradley, Geoff Coombs, Steve Fensome, Nick and Jan Kershaw, Rob McKenzie, Marie-France Riboulet, Mike Shelley, Andrew Sheridan and Joanna van Tonder (Parish Clerk) + 1 other resident
James Gore and Liz Higgins (Bristol Airport)

Claire Arbery welcomed all to the meeting.

1 Apologies for absence

Apologies had been received from Phil Carnell, Eric Gates and Andy Robbins.

2 Minutes of the previous meeting - held on 8 May 2017

The minutes of the last meeting having been circulated were taken as a true and accurate record.

3 Chair's Report

Claire Arbery introduced herself as Chair of the Parish Council for the preceding year and went on to address the meeting, covering the following topics:

1. Village improvements: As part of the successful S106-funded project to provide a walkway through the village, gateways had been installed at each of the A370 and A38 ends, with flowerbeds on either side. Flower tubs had been positioned outside the Post Office and alongside the Barrow Street War Memorial in an effort to beautify the village centre. The Walkways Project had won the prestigious NALC "Project of the Year" award and the Prince's Motto had been shortlisted for the Countryside Alliance "Pub of the Year" award. Grant funding had facilitated the resurfacing of the playground and the installation of a Table Tennis table on the Village Green. Thanks go to the Bristol Airport and the Stancombe Quarry Community Funds, respectively.
2. Challenges: A lack of government funding to NSC and the resultant budget cuts to services was seen as a major challenge to be addressed by the PC over the forthcoming year. With the progression of the Joint Spatial Plan, the parish faced challenges from developers with strong support for Taylor Wimpey's The Vale development. The PC intended to fight any proposals that threaten the Green Belt around the parish and would be collaborating with Long Ashton and Dundry.
3. Upcoming events: The PC intended to put on a commemoration event to mark the end of WWI in November that would include the lighting of a beacon.

Claire invited residents to continue providing the PC with ideas for the development and improvement of the parish and thanked them for their support over the past year.

4 Presentation of the Accounts for the year ending 31 March 2018

Residents were provided with a summary of the accounts for the year ending 31 March 2018. The Clerk presented her Financial Report (copy attached).

Claire Arbery introduced James Gore and Liz Higgins, both of Bristol Airport, who were invited to address the meeting.

5 Bristol Airport: Update on preparation of a new Master Plan

James Gore thanked the meeting for the invitation to speak.

A presentation booklet was given out and presented to the meeting. Copies of the Master Plan Consultation document were made available. *The presentation booklet will be available to view online, with the Minutes, for no less than one year.*

1. **Why are we preparing a new Master Plan?**: The last Master Plan was undertaken in 2006; planning consent was obtained in 2011 with a cap on passenger numbers set at 10mppa. BA were expecting to reach that figure by 2021 and so were now looking to the period up to 2045.
2. **Basis of consultation so far:** The initial consultation focussed on 5 Pillars, 3 scenarios and 10 design considerations. The five pillars were:
 - A world leading regional airport
 - Employment and supporting economic growth
 - At the heart of an integrated transport network
 - Sustainable approach
 - Deliverability
3. **Review and results of the consultation:** 1,750 responses had been received over the ten week consultation; thirteen public drop-in events attended by 491 people. Responses were received from all over the South West with the highest concentration, from the parishes surrounding the airport.
4. **Responses from BS48:** The 68 respondents from the BS48 area raised concerns around increases in traffic and the need for transport improvements, specifically along the A38, and car parking.
5. **What happens next:** Draft Master Plan was expected to go out to consultation at the end of the year with the submission of a planning application to increase current capacity from 10mppa to 12mppa running in parallel. A Draft Noise Action Plan would be consulted upon around the end of October this year.
6. **Why the interim planning application to increase capacity:** To ensure the airport could continue to meet demand and enable further work to be carried out on plans for transport improvements facilitating long term growth. The increased capacity of 12mppa would be met entirely through development within the current boundary.
7. **Nuts and bolts of the 12mppa planning application:** The proposals would include:
 - Terminal building – extensions to the west of the existing building as well as to the south or east
 - Surface access improvements – Downside Road and West Lane junctions
 - Airside Infrastructural changes
 - Car parking – new multi-storey in northern area of the site and an extension to the Silver Zone Car Park

There would be no increase in total annual night time movements, although the distribution of these between summer and winter months might change.

Assessments on noise impact were being undertaken and mitigating measures would be proposed.

8. **Towards 15mppa:** Would necessitate northerly expansion of the runway, significant infrastructure investment and terminal enlargement.
9. **Towards 20mppa:** Major strategic infrastructure planning, possibly including a mass transit link via heavy rail, light rail or tram.
10. **Consultation:** Non-statutory consultation on proposals to increase capacity to 12mppa would run from 14 May to 6 July 2018 with drop-in sessions around the District (including Barrow Gurney Village Hall on 22 June 2018).

Questions and concerns raised from the audience:

1. How would BA deal with congestion on the A38 especially at the airport roundabout with severe queueing, particularly on Fridays, making it difficult for residents to get on to the A38 from side roads and driveways?
LH: A full transport assessment was currently taking place as was a study looking at medium- to long-term solutions. Short-term improvements were planned for the airport junction on the A38 with West Road and Downside Road that would require land acquisitions. Any planning consent would result in a new S106 agreement that would include a range of mitigating measures.
2. If there was an increase in passenger numbers (proposed growth amounts to ±3.5% per annum), traffic through the village would surely increase as a result.
LH: As part of the surface access strategy, BA would be looking to get local travellers out of private cars and using public or shared transport. There would be endeavours to target staff and encourage greater use of buses such as the Bristol and Weston Flyers for commuting. A new NSC collaborative bus service was to be introduced within the following

few weeks and would serve Winford, Dundry, Yatton and Congresbury. Flyers would also be permitted to use MetroBus lanes when these become operational and should increase reliability and reduce journey times.

3. Were there any plans for mass transport options to serve South Wales?
LH: No such plans as yet but might be something highlighted in the Transport Study.
4. With the airport not located near a motorway, traffic backs up significantly into the surrounding rural parishes. What mitigation is there for these communities?
JG: As transport services to the airport grow, these could benefit rural residents and local villages who have seen significant cuts to public transport infrastructure.
LH: Technological advances could bring about more solutions that would have less impact on the rural communities.
5. When MetroBus starts running, it will be operating on a cashless payment system. If Flyers are using MetroBus lanes, will these also be prepayment only as Barrow Gurney residents do not have access to an ATM?
LH: There are no plans to restrict payment options on the Flyers.
6. Long Ashton, and thus Barrow Hospital site residents, are not served in any way by the Flyer.
LH: There are no plans to the immediate future to incorporate LA into a Flyer route.
7. Infrastructure proposals seem hazy with no firm details whereas the plans for the airport's expansion seem quite clear. Why is this?
JG: The purpose of the Transport Study was to firm up longer term infrastructure detail that is much more challenging and one of the reasons for bringing forward the application for growth to 12mppa that would itself include a definite interim scheme.
LH: As with all past expansion, a condition of the consent was that infrastructure must be completed first.
8. The reconfiguration of the A38 / Barrow Street intersection was supposed to be included in the recently completed Walkways project but funds ran out. Could BA help with this?
LH: A significant amount of S106 money was paid over for the SBLR and MetroBus projects as a result of the previous expansion of the airport. NSC would be responsible for determining the airport's S106 liability as part of the process of granting planning consent as well as the schemes to which the funds would be allocated.
Action: Clerk to forward A38 junction plans to LH for consideration
9. Previous transport studies have not taken full account of the impact of airport-generated traffic on residents along the A38.
LH: The current Study was designed to look at all roads and lanes exiting on to the A38.
10. The need to address surface access has been an issue for a long time; it looks like BA is waiting for permissions before even starting to consider options.
JG: Typically, with infrastructure projects, there are long lead times but BA recognises the problem and is definitely taking more serious approach as seen by the appointment of a new Surface Access Development Manager.
LH: £4.7 million was spent on the SBLR.
11. If passenger numbers increase, how is it possible that noise levels will decrease?
JG: An increase in additional passengers does not equate to a proportional increase in the number of aircraft, rather, there will be an increase in the number of passengers per aircraft. New aircraft technology is seeing a 50% reduction in noise emissions. BA also has a noise mitigation scheme available to residents offering insulation. Limits are imposed on night flights – currently 3,000 in summer, 1,000 in winter).

6 Public Comments

There were no additional questions or comments raised by parishioners.

The meeting closed at 8:10 pm.

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FINANCIAL REPORT – FYE 31/03/2018

- × **Income:** Two grants received during FYE 31/03/2018
 - £8,880 – Bristol Airport Community Fund
 - For the resurfacing of the playground
 - Expenditure incurred in this financial year (to be paid out in May 2018)
 - £2,352 – Stancombe Quarry Community Fund
 - For the purchase of a Table Tennis table, including bats and balls, for on the Village Green
 - Expenditure will only be incurred in FYE 31/03/2019
 - **-£6,500** – Stancombe Quarry Community Fund
 - A grant received in the previous financial year in the amount of £8,000 had been to cover aspects of the Walkways Project that have subsequently been included in the S106-funded scheme
 - Therefore, a significant portion of the grant received was no longer required and an amount of £6,500 was returned to the Fund, in line with the Fund regulations
- × **Expenditure:** Savings over budget have been made in the following areas:
 - Village Green – savings of just over £530 as a result of:
 - £140 on weed spraying and strimming that were budgeted for but not completed, however, £50 was spent on pruning the apple trees
 - Unspent contingency of £300 not required
 - £150 underspend on remedial repairs to the village green and playground
 - Footpath maintenance – expenditure of £750 was budgeted for this year to make improvements to the footpath from School Lane towards Barrow Court, however, the PC is unable to proceed at this time and so the £750 has been earmarked to cover the cost of planting up and maintaining the eight gateway flowerbeds
 - Only one noticeboard for Barrow Street was purchased during the financial year, leaving a saving of £590. The PC has decided to put on hold the purchase of a noticeboard at Oatley Park until such time as the majority of properties are occupied and a suitable site is found
- × **Cash assets:** Balances in the bank at the end of the financial year:
 - £11,926.75 (current account)
 - £12,510.48 (deposit account – gross interest rate 0.03%)
 - £5,000.00 was transferred into the current from the interest earning deposit account during the financial year.
- × **Budget 2017/18:**
 - Precept has been increased by 6.5%
 - The net impact on the average, band D equivalent household is an increase of £1.65 for the year (which equates to an increase of 4.75%)
 - Overall budgeted expenditure is down 1.9% on last year's budget
 - Costs included in the budget for this year with the largest increases are:
 - Clerk's salary – up £1,050 as a result of a reassessment of hours from 7.5/week to 9.5/week
 - Village maintenance – up to £500 from £100 last year to continue the beautification of the village and cover other projects
 - Litter bins – the PC are looking into replacing the Village Green litter bin
 - WWI commemoration – with the 100 anniversary this year, the PC have budgeted a sum of £200 to cover whatever commemorative activities may be decided upon
- × **Financial Accounts:**
 - The annual internal audit was conducted in April and the PC's Annual Governance and Accountability Return will be published on the website later in the month.
 - All financial statements including a list of expenditure over £100, the bank reconciliation and detailed accounts will be published on the PC's website by the 1st of June.
- × **General Data Protection Regulations:**
 - The PC is in the process of completing a full audit of personal data held and processed, in compliance with the GDPR
 - The PC's General Privacy Notice will be available to view on the website from 25 May 2018 at the latest

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DRAFT YEAR END ACCOUNTS – 2017 / 2018

	Actual (£)	Budget (£)	Budget (£) 2018 / 2019
RECEIPTS			
Precept	7,700	7,700	8,200
Council tax support grant	92	92	53
Village Orderly Grant	100	100	100
VAT reclaimed	301	298	864
Interest earned	4	0	10
Grants received	5,165		
	13,363	8,190	9,227
PAYMENTS			
<i>Annual general expenditure</i>			
Clerk's salary	3,939	3,939	4,989
Clerk's travel	72	50	50
Data Protection Fees	35	35	185
Footpath maintenance	0	750	0
Grants	50	50	50
Hall Hire	350	350	350
Insurance	348	370	360
Internal audit	20	20	30
IT costs	51	135	51
Office expenses	135	125	155
Subscriptions	252	254	245
Training	140	60	120
Village Green	1,253	1,789	2,051
Village maintenance	34	100	500
War Memorial: maintenance	75	75	75
War Memorial: wreath		20	20
<i>Extraordinary expenditure</i>			
Noticeboards	1,309	1,900	
Village enhancements	81	100	
Litter bins			500
WWI Commemoration			200
<i>Projects subsidised by grants</i>			
Walkways planning applications	433		
<i>Projects funded from earmarked reserves</i>			
Laying of hedge	1,167		
	9,744	10,122	9,931
VAT (reclaimable) paid on expenses	395		
Surplus to reserves	3,224	-1,932	-704
	13,363	8,190	9,227