

BARROW GURNEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the village hall, Barrow Gurney,
at 7:30pm on 12 March 2018.

Present: Claire Arbery (Chairperson), Phil Carnell, Geoff Coombs, Eric Gates, Andy Robbins and Joanna van Tonder (Clerk)
4 residents

Distribution: The Parish Councillors plus Nick Wilton and PC Martin Faithfull

1 Apologies for absence

Apologies for absence had been received from Cllr Andrew Sheridan and Cllr Rob McKenzie.

2 Declarations of Interest and dispensations

a) Declarations of Interest

No declarations of interest were made.

b) Receive requests for dispensations

No requested for dispensation were received.

c) Grant requests for dispensations

No requests for dispensation were granted.

3 Minutes of the previous meeting – 8 January 2018

Andy Robbins proposed and it was resolved to make the following amendments to the minutes of the last meeting:

Minute 5 para 3 - "In response to a question raised, Andy Robbins confirmed that the recent flooding on Barns Close outside Springhead Barn was as a result of debris obstructing and blocking the grill, and not a blocked drain."

SHOULD READ

"In response to a question raised, Andy Robbins confirmed that the recent flooding on Barns Close outside Springhead Barn was as a result of debris obstructing and blocking the grill **and the pedestrian entry gate**, and not a blocked drain."

Minute 16 - "Andy Robbins confirmed Gigaclear had been surveying along Barrow Street the previous week but had progressed only as far as the outskirts of the village proper. The technician advised Andy that Gigaclear expected to have finished the roll-out across Barrow Gurney by the end of June 2019."

SHOULD READ

"Andy Robbins confirmed Gigaclear had been surveying along Barrow Street the previous week but had progressed only as far as the outskirts of the village proper. **Andy advised that subsequent enquiries with Gigaclear established that they** expected to have finished the roll-out across Barrow Gurney by the end of June 2019."

4 Public Questions

The following matter was raised:

• Hospital Road

Marie-France Riboulet asked if the Parish Council could assist residents in getting a road nameplate for Hospital Road that might go some way to eliminating confusion between Hospital Road properties and those with similar numbers in Oatley Park. Del Piero's obligations under planning consent conditions with specific reference to bringing Hospital Road up to "adoptable" standards were discussed.

Action: Clerk to discuss with Planning Officer, Neil Underhay

5 Police report

The Clerk reported the following incidents were recorded on the Constabulary's website:

December 2017:

- 1 x Violence / Sexual Offence on or near Bridgwater Road (under investigation)
- 1 x Vehicle crime on or near Naish Lane (under investigation)

January 2018:

- 1 x Criminal damage and arson on or near Barns Close (unable to prosecute)
- 1 x Burglary on or near Naish Lane (under investigation)

6 Actions Arising

The following action arising from the meeting of 8 January 2018 are still outstanding or addressed as follows:

Speedwatch camera: Andy Robbins to collect data using Speedwatch camera

- Andy confirmed that he had conducted a watch at 3pm for approximately three quarters of an hour and captured 194 vehicles passing in the vicinity of the village tap.

- Results:

- 2% recorded travelling over 30mph
- 31.4% travelling between 21 and 22mph
- Average = 21.3mph; Highest = 33mph

- The results indicated that, probably due to the nature of the village and the road layout, vehicles appeared to be travelling faster than they actually were.

Action: Andy Robbins to vary locations and repeat at night

7 Annual Parish Meeting: 14 May 2018

It was heard that James Gore of Bristol Airport had offered to speak on the Airport's vision for the future at the Annual Parish Meeting. Members agreed.

Clerk's Note: James Gore's colleagues, Liz Higgins (Planning Manager) and Holly Miller (Consultation & Engagement Executive), will be accompanying him.

8 Planning

a) Planning applications, consents and refusals since the last meeting

1. The following **planning applications** have been **received**:

- **17/P/5552/FUH** – Retrospective planning application for a single storey rear extension at *Barrowfields Cottage, Dial Lane, Felton*

Council comment (retrospective): Objects

- **17/P/5319/FUH** – Two storey side extension on west elevation at *School House, Barrow Street, Barrow Gurney*

Council comment (retrospective): No objection

- **18/P/2323/LBL** – Certificate of Lawfulness for proposed work to a listed building to make alterations to garden wall at end of Barns Close *between Springhead Farmhouse and Springhead Barn, Barns Close, Barrow Gurney*

Council comment: Support

Action: Clerk to enquire as to why the application is a Certificate of Lawfulness and not a Listed Building application

Clerk's Note: The reply from the Planning Officer is as follows:

"We hardly ever have this type of application but it is intended to be used if works to a listed building will not affect the special architectural or historic interest. It is more likely to be used if an applicant wants to repair aspects of a building 'like for like' but wants proof this is lawful.

Here is a description from the planning portal as a definition:

'An application for a Certificate of Lawfulness of Proposed Works form should be used to establish whether proposed works to a listed building would be lawful i.e. they would not affect the character of the listed building as a building of special architectural or historic interest and therefore, would not require listed building consent.'

2. The following **planning applications** have been granted **consent**:
- **17/P/5552/FUH**: Barrowfields Cottage, Dial Lane, Felton – **permission REFUSED 23/02/18**

3. The following **enforcement cases** are still **pending**:
- **18/00051/UAW** – Garden shed being used for residential purposes at *1 Compton Mead, Barrow Street, Barrow Gurney*

Clerk's Note: Case closed: following an inspection by the Enforcement Officer, it was deemed the shed (erected under Permitted Development Rights) was being used as an extra room to the dwellinghouse and, therefore, acceptable.

b) Barrow Hospital – update

It was suggested to members that Crest Nicholson had withdrawn from the development project and that the rights were to be transferred to Linden Homes. It was agreed to keep a close eye on progress to ensure that the same expectations in terms of design and implementation are maintained.

Action: Clerk to establish from Neil Underhay if any action is required by the PC under these circumstances

c) Other Planning matters

• **Ashton Vale / Taylor Wimpey development**

It was agreed to re-initiate discussions with neighbouring parish councils.

Clerk's Note: Taylor Wimpey held an exhibition at the Woodspring Golf Course on 22 March with an intention to submit planning applications for the three villages the following day.

• **Bristol Airport / Parish Councils Airport Association**

There was nothing further to report.

• **JSP, NS Local Plan 2036 & Site Allocations Plan**

Members noted that all three consultations had now ended; the Parish Council having responded to each. A timetable of remaining actions to adoption of each was provided.

9 Conservation Area status

Members discussed Eric Gate's report as contained in *Councillor Reports – 12 March 2018* (copy attached). It was agreed the consultation would take place preferably on a Monday around the end of April.

Clerk's Note: Consultation to be held on Friday, 27 April 2018 from 2pm to 8pm.

10 Highways, pavements, verges and footpaths

a) Action taken by North Somerset Council since the previous meeting

- | | |
|------------------------------------|---|
| - Replacement street light on A38: | The lamp displaced during a RTA has been replaced |
| - Branch impeding walkway on A38: | Gregg Brake had cut back the branch during a parish inspection |
| - Litter along Barrow Street: | The report has been closed – NSC unable to complete with the following reason given:
"This road is unsafe to manually remove litter" |

Temporary road closures / speed amendments

- Long Ashton bypass (between Cambridge Batch/B3130 and the SBLR/A4174) and associated slip roads – TEMPORARY ROAD CLOSURE
 - effective from **12 March to 19 March 2018** between the hours of 20:00 and 05:00

Gully Maintenance:

- The following drainage issues have been reported:
 - Barrow Lane (towards Winford)
 - Barrow Street at School Lane

- response from NSC: *"Both of these locations are included on our wet spot list so they receive additional gritting runs and quantities of salt. We also have the ice warning signs that we display through Barrow Street. Whilst appreciate this isn't dealing with the cause of the problem, it mitigates the risk of ice forming and advises drivers of the potential for there to be ice present."*

We have attended the location in Barrow Lane within the last couple of weeks with a high pressure jetter to ensure the highway drainage system is clear and functioning. I will review this location to see if further measures are necessary."

- Hern Lane
- Wild Country Lane (railway bridge)
 - *"Gullies have been dug out and outlet pipes rodded; gullies are clear and running; water in the chamber is below the outlet pipes"*
- Barrow Street (Mill Pond)
- Bridgwater Road (Dundry Lane)
 - response from NSC: *"We have written to senior officers at Bristol Water regarding the water that issues from the wall at the bottom of Dundry Lane. The wall and some of the land behind is their responsibility and we have asked for their proposals to deal with this water. Similarly this location has ice warning signs and receives additional salting."*
- Bridgwater Road (between Barrow Street & Naish Lane)

Members discussed the responses received from NSC regarding recent highways reports and raised the following concerns:

1. It was unacceptable that NSC refused to litter pick along Barrow Street
2. While the regular gritting of roads was welcomed, addressing the problem of blocked drains was of greater importance in alleviating the risks of ice; it was the PC's experience that the grit contributed to the blocking of drains
3. With regard to the serious state of both the walkway and highway at the Dundry Lane intersection with the A38, NSC should be strongly encouraged to follow up with Bristol Water to obtain a suitable resolution
4. Overall, greater levels of contractor monitoring and inspection of works was needed from NSC.

It was agreed to write to NSC outlining the PC's concerns.

Action: Clerk to draft letter

b) Condition of roads, pavements, verges and footpaths

The following reports were received:

- Drains: Barrow Lane (still not draining away)
Barrow Street at the School Farm bend
- Potholes: A38 in the vicinity of the War Memorial bus stop
- Manhole covers: A38 between Hobbs Lane and Barrow Street

Action: Clerk to report on Council Connect

Phil Carnell reported that the recently replaced street light on the A38 was not working.

Action: Clerk to report to NSC

c) Footpaths

Members noted Andy Robbin's report as contained in *Councillor Reports – 12 March 2018* (copy attached). Andy was congratulated on completing the Brush-cutting Course. Andy suggested the PC might wish to consider purchasing strimming equipment.

Action: Andy to revert to PC with options and quotations

d) Wild Country Lane / Hospital Road pathway

Members heard that the pathway had been completed up to the railway bridge. The path over the bridge could not begin until the corresponding section of highway was converted to a "priority in one direction" traffic system thus allowing space to be made for a pavement.

11 Village Walkways Committee report

Andy Robbins confirmed he and Eric Gates had met with Katherine Dyer, NSC on a site visit where the possibility of installing bollards was discussed. There were limitations as to where these could be positioned and Katherine had suggested, in addition to a bollard, making use of reflective tape on the corner of Springhead Barn. Another bollard positioned close to the Thatched Cottages wall was

suggested.

Members discussed the possibility of putting out more troughs of flowers and it was agreed it would be a consideration for next year.

12 Village Enhancements

a) Telephone Box

The Clerk advised that only one person, Jan Kershaw, had volunteered to join the working group tasked with the refurbishment of the telephone box. The Clerk expressed frustration at having struggled to find anyone willing to undertake the work. Jan advised that telephone boxes in both Regil and Butcombe had recently undergone refurbishment and agreed to make enquiries.

b) Flower beds and tubs

The Clerk reported that, after only six days, the annual offer of free flowers had closed due to over-subscription. The PC's requirements had been added to the cancellations list.

Andy Robbins reported that he had spoken to Ruth XXX who had offered her services to maintain the eight Gateway beds at a rate of £15 per hour. Andy had calculated that would equate to £300 per annum.

Andy Robbins proposed, Phil Carnell seconded and it was agreed to engage Ruth in a maintenance contract for the year ending March 2019 up to a maximum spend of £300.

Andy circulated an estimate in the amount of £400 received from Cleeve Nursery to provide plants in accordance with a planting scheme for the eight Gateway beds.

Andy Robbins proposed, Phil Carnell seconded and it was agreed to purchase the plants listed in the estimate at a cost of £400.

Action: Andy to circulate planting scheme

It was confirmed the above expenditure would be met from the Village Enhancements budget of £500 for FYE 31/03/19 and savings made from unspent Footpaths Maintenance budget for FYE 31/03/18.

13 Village Green

a) Village Green Committee report

Members noted Rob McKenzie's report as contained in *Councillor Reports – 12 March 2018* (copy attached). It was noted the playground resurfacing was scheduled to begin on Thursday, 15 March.

Action: Claire Arbery to find out from Rob how long the grass needed before being ready to be walked on

b) Tree Warden report

No report had been received.

14 Finance

a) General Data Protection Regulations (GDPR)

The Clerk advised that implementation date for the new regulations was 25 May 2018. She informed members she would be completing an audit on the PC's data usage and would circulate a report in due course.

Advice from ALCA was to undertake a review of how the PC handles personal data and await further government guidance with regard to the appointment of Data Protection Officers (DPO). Geoff Coombs suggested ALCA would be looking to provide a shared service for PCs to buy in to.

Members noted the PC had received two unsolicited offers for DPO services ranging from £375 per annum to £650 per annum.

- b) **Increase in Clerk's salary and amendment of Clerk's salary standing order**
Members ratified a decision made following discussions between members via e-mail in January 2018 to increase the Clerk's hours of work from 7.5 hrs/week to 9.5 hrs/week. Claire Arbery proposed, Geoff Coombs seconded and it was agreed to amend the Clerk's salary standing order from £328.22 to £415.74 per month with effect from 1 April 2018.

c) **Receipts and Payments**

The Clerk reported there had been no **receipts** received since the last meeting.

Claire Arbery proposed, Eric Gates seconded and it was resolved to ratify the following **payments** made since the last meeting:-

£328.22	Ms Joanna van Tonder / HMRC	Clerk's salary (January 2018)
£328.22	Ms Joanna van Tonder / HMRC	Clerk's salary (February 2018)

Claire Arbery proposed, Eric Gates seconded and it was resolved to authorise the following **payments** to be made:-

£150.00	Chris Lane	Grass cuts and tree pruning on V/Green
£75.00	Mr G Bennett	Tidying the War Memorial 2017/18
£350.00	Barrow Gurney Village Hall	12 months' use of Village Hall
£85.00	Society of Local Council Clerks	Clerk's subscription 2018/19
£74.70	Avon Local Councils Association	Annual subscription 2018/19
£100.00	North Somerset Council	Brush-cutting Course – Andy Robbins
£141.53	Ms Joanna van Tonder	Clerk's expenses (Oct 2017 – Mar 2018)

15 Commemoration of the end of WWI

Claire Arbery confirmed the Prince's Motto were committed to supporting the commemorations. It was noted that families of three of the fallen soldiers listed on the War Memorial still lived in the parish and members discussed the possibility of having one or more as Guest/s of Honour.

Action: Geoff Coombs to follow up use of the field with Phil Coombs

16 Rural Broadband

Andy Robbins advised Gigaclear were scheduled to begin works in Barrow Gurney in June 2019.

17 Open Forum for the Parish Council

Members were reminded of a recent village e-mail discussion around **defibrillators** and considered where such a piece of equipment could best be sited. Mention was made of a grant available to fund a community defibrillator; deadline for applications being 21 March 2018.

Action: Clerk to seek advice from the Ambulance Service

Action: Clerk to look into the requirements of the grant in terms of size of population and availability of suitable locations as a guide

Clerk's Note: The British Heart Foundation requirements for grant applications are as follows:

- The defibrillator must be freely accessible to the public 24/7 and be placed externally in an unlocked and un-coded cabinet
- There must be a clear need for the device (e.g. a location with high footfall or in a rural area)
- There must be a commitment to train the local community to use the Call Push Rescue training kit provided.

The fund is to reopen in April 2018 to new applications.

18 Future meetings

2018 meeting dates: 14 May, 9 July, 10 September, 12 November 2018

The meeting closed at 9:12 pm.

BARROW GURNEY PARISH COUNCIL

Councillor Reports

Meeting date: 12 March 2018

9. Conservation Area

The Conservation Area proposal is ready to move forward on the basis of the "4 Farms" scheme. Given the length of time that has passed since the previous consultation, we shall need to repeat the process and this might take the form of

- A maildrop to all affected houses,
- An e mail on the Barrow Gurney list, and
- A presentation in the Village Hall to allow the community to see the current version of the proposal, the appraisal and offer comment.

I propose a date in April, with use of the Hall between, say, 2pm and 8pm.
I should be grateful if the PC could agree this way ahead.

Action: To agree a date for a consultation in the Village Hall

Submitted by: Eric Gates

10(c). Footpaths

Nothing to report on footpaths.

I have passed my brush-cutting course and I am therefore equipped with the necessary certification to validate the insurance when maintaining public footpaths.

Submitted by: Andy Robbins

13(a). Village Green

1. Table Tennis table due to be installed by Concrete Sports on 24th April.
2. Play area resurfacing. Trying to pin down Safety Green Ltd on a date to start but hopeful it will be completed sometime this month. Will need to send an email out to the village once we have a firm date to notify that play area will be closed for the duration of the works and for some weeks afterward whilst the grass is established.
Will also put up signage stating closure.
3. Hedge: Significant extra work is currently required to maintain it. Predominately this is weeding (to remove Bramble, Ash seedlings, Old man's beard etc) but also trimming is required.

Submitted by: Rob McKenzie