

## CHEW STOKE PARISH COUNCIL

Minutes of the meeting held on Thursday 5<sup>th</sup> January 2017, commencing at 7.30pm,

Church Hall, Pilgrims Way, Chew Stoke.

Minute Ref	Agenda Item	Action
	<p><b>Present:</b> Cllr G McKay (GM), Cllr Dick Raffety (DR), Cllr N Baker (NB), Cllr P Wring (PW) , Cllr N James (NJ) , Cllr Hindle (SH), Cllr D Stephenson(DS), Cllr N Cowell (NC) Cllr J Dowson (JD)</p> <p>In Attendance Locum Clerk Deborah White</p>	
160/16-17	<p><b>Chairman's welcome and introductions</b> Locum Clerk Deborah White New Cllr Jeff Dowson</p>	
161/16-17	<p><b>Emergency procedures:</b> Emergency exits highlighted by GM</p>	
162/16-17	<p><b>Apologies for absence:</b> None</p>	
163/16/17	<p><b>Declarations of Interest relating to Items on the agenda :</b> Providence House – Cllr Baker Interest</p>	
164/16-17	<p><b>Approval of minutes from last meeting:</b></p> <p>The draft minutes of the meeting held on Thursday 1<sup>st</sup> December 2016 have been circulated to members. The Minutes were approved as printed</p> <p>Proposed by D Raffety Seconded by P Wring</p>	
165/16-17	<p><b>Public Participation:</b> None</p>	
166/16-17	<p><b>Matter arising from last meeting :</b></p> <p>At the December meeting Cllr Baker was tasked with preparing a paragraph for approval in relation to adding an addendum to November minutes. NB advised things have moved on – needs a whole council decision. Item Deferred</p> <p>No parking sign purchased for Rectory field fence</p> <p>Christmas tree and lights have been removed by unknown person – DS to investigate</p> <p>DR has spoken to contractor re tree signs – Ongoing Feb Agenda</p> <p>Dog litter signs – SH read out the proposed letter to school . Approved . Update at next meeting</p>	
167/16-17	<p><b>Ward Councillor Matters :</b> Final consult Place Making Referendum for Neighbourhood plan . Date now set . Leaflets will be delivered to NB for distribution</p>	
168/16-17	<p><b>Correspondence:</b></p> <p>Email dated 12/12/16 from Scott Parkman circulated re breach of code of conduct / DPI</p> <p>Request for Ward Cllr Richardson to progress with Monitoring Officer</p>	

169/16-17	<p><b>Finance</b>  Clerk salary &amp; expenses £407.50  Dan Stephenson/ website maintenance £40  Hugo King £350  Parish magazine annual subscription £100  Rectory field grass cutting G Tidcombe £100  Glasdon UK Limited Dog Bin liners/ bin bags £213.76</p> <p>Proposed Wring  Seconded Cowell  Agreed</p> <p>Cheques signed by DR and PW  Precept form signed</p> <p>Church Hall WIFI direct Debit form monthly cost 17.50 plus vat - Signed</p>		
170/16-17	<p><b>Outstanding Applications :</b></p> <p><b>Pilgrims House , Pilgrims Way, Chew Stoke, Bristol, BS40 8TZ</b>  Replacement of an outbuilding providing a home office, garden store and wood store and existing house  PC COMMENTED</p> <hr/> <p><b>5 Webbs Mead, Chew Stoke Bristol</b>  Alder (T1) - reduce to previous pruning points, reshape and balance. Ash (T2) - reduce to previous pruning points, reshape and balance. Sycamore (T3) - reduce to previous pruning points and balance 2x Sycamore (G4) - reduce both trees to previous pruning points, reshape and balance  Elm (T5) - fell  Application reference: 16/05719/TPO received on 23/11/2016</p> <p>No Objection - Agreed</p> <hr/> <p><b>Stoke Hill House, Stoke Hill, Chew Stoke, Bristol, Bath And North East Somerset, BS40</b>  Erection of two storey extension.  Application reference: 16/05647/FUL received on 18/11/2016  Planning Portal reference: PP-05638550</p> <p>PC To comment  Questionable volume increase to overall property .  Northern elevation – symmetry spoilt by being single storey.  SH / NB to draft comments  Objection - Agreed</p> <hr/> <p><b>Providence House, Pilgrims Way, Chew Stoke, Bristol, Bath And North East Somerset, BS40</b>  Conversion and extension of an existing ancillary building.  Application reference: 16/05748/FUL received on 24/11/2016</p> <p>No objection  Agreed</p>	the  is ce.	
171/16-17	<p><b>Pagans Hill pavement/speed limit and Stoke Hill traffic calming update – Cllr Hindle</b>  Top cross – lorry brushing pedestrians</p>		

	<p>BANES response – Pagans Hill on list for a pavement</p> <p>Temporary slow down signs during diversion (6 months)</p> <p>Stoke Hill waiting for the man with the paint</p>	
172/16-17	<p><b>The Parish Council agrees to make a request to the BANES Monitoring Officer to progress the Councillor Code of Conduct Complaint –</b></p> <p><b>– BANES Ref : 9-15 - Cllr Baker/ Cllr McKay</b></p> <p>Proposal for a working group to take forward</p> <p>NB</p> <p>NC</p> <p>Agreed</p>	
173/16-17	<p><b>Unacceptable Councillors behaviour towards the Clerk – Cllr McKay</b></p> <p>Working Group</p> <p>All invited</p> <p>2<sup>nd</sup> Feb</p>	
174/16-17	<p><b>Membership of Society of Local Council Clerks (SLCC) for Clerk</b></p> <p>Agreed</p> <p>SH</p> <p>PW</p>	
175/16-17	<p><b>Content of Clerk's e-mail dated 1 June 2015 – Cllr James</b></p> <p>Working group</p>	
176/16-17	<p><b>Councillor access to Clerk's laptop – Cllr James</b></p> <p>Working Group</p>	
177/16-17	<p><b>Councillor Email protocol – Cllr Baker</b></p> <p>Working Group</p>	
178/16-17	<p><b>Retender of Parish Sweeper Contract - Cllr Baker</b></p> <p>3 Invitations to quote – 4 weeks to quote</p> <p>BNES standard specification and review periods</p> <p>Sum involved not great enough to formal tender</p> <p>Formal Thanks to Cllr Baker from Councillors</p>	
179/16-17	<p><b>Chew Valley Neighbourhood plan referendum date - Cllr Baker</b></p> <p>16<sup>th</sup> Feb village vote polling station in church hall</p>	
180/16-17	<p><b>Appointment of a staffing/personnel committee – Cllr James</b></p> <p>Working Group</p>	
181/16-17	<p><b>Parishioners 2<sup>nd</sup> correspondence regarding 2015 Casual Vacancy</b></p> <p>Working Group</p>	
182/16-17	<p><b>Quarry Hay – Approval of Fencing Quote . Clerk</b></p> <p>Cr Fencing quote agreed</p> <p>Clerk to progress</p> <p>DR</p> <p>JD</p> <p>Agreed</p>	
183/16-17	<p><b>Village Finger Signposts – Update . Clerk</b></p> <p>DR to lead</p>	
184/16-17	<p><b>Items for Inclusion and date of February Meeting</b></p> <p><b>9<sup>th</sup> Feb providing the hall is free - JD to check</b></p> <p>Forward action plan for PC</p> <p>Recreation fund</p> <p>Footpaths</p> <p><b>WG 2<sup>nd</sup> Feb 19:30</b></p>	