

## CHEW STOKE PARISH COUNCIL

**Minutes of the meeting held on Thursday 3rd November 2016, commencing at 7.30pm,**

**Church Hall, Pilgrims Way, Chew Stoke.**

<b>Minute Ref</b>	<b>Agenda Item</b>	<b>Action</b>
	<p><b>Present:</b> Cllr G McKay (GM), Cllr Dick Raffety (DR), Cllr N Baker (NB), Cllr P Wring (PW) , Cllr N James (NJ)</p> <p><b>In Attendance:</b> Parish Clerk, Mrs Catherine Parkman (CP) Ward Cllr Liz Richardson (LR)</p>	
113/16-17	<b>Chairman's welcome and introductions</b>	
114/16-17	<b>Emergency procedures:</b> Councillor McKay highlighted the evacuation procedures and exits	
115/16-17	<b>Apologies for absence:</b>  Cllr S Hindle (SH), Cllr Cowell (NC), Cllr D Stephenson (DS) All Accepted	
116-16/17	<b>Declarations of Interest relating to Items on the agenda :</b>  None	
117/16-17	<b>Approval of minutes from last meeting:</b>  The draft minutes of the meeting held on Thursday 6 <sup>th</sup> October have been circulated to members.  A Councillor advised he feels that the minutes are inaccurate due to an omission and proposed a motion to amend the minutes by adding a paragraph written personally.  Motion not seconded – Motion not carried.  The Clerk was asked to confirm with ALCA if an addendum can be added to Clerks minutes. Clerk to confirm for December Meeting.  The Minutes were approved as printed apart from Section 110/16-17 . Proposed by NB Seconded DR 5 in Favour	CP
118/16-17	<b>Public Participation:</b>  None	
119/16-17	<b>Matter arising from last meeting :</b>  No parking sign not yet purchased CR fencing quote not received – Clerk to chase Account Audit to be put on website Safe school route / highways /pavement / Pagans Hill – Cllr Hindle to arrange meeting Finger posts – Clerk to contact Chew Magna Parish Council Village Sweeper Contract– See Below Xmas tree – See Below	CP CP CP SH CP NB DS
120/16-17	<b>Ward Councillor Matters :</b>  Speed Limit for Chew Lane – Consultation imminent. 29 <sup>th</sup> November - Chew Valley forum Consultation	

121/16-17	<p><b>Correspondence:</b></p> <p>Clerk received email from a Councillor requesting copies of “<i>all correspondence received from and sent to outside bodies, with specific reference to Maria Lucas and Deborah White, on the subject of code of conduct , conflict of interest and DPIs from 1.1.15 to date.</i> NB  <i>I would also like to be informed as to whom this information was forwarded to, and therefore would request copies of all emails sent to and received from councillors on these three subjects.”</i></p> <p>Cllr Baker to respond and arrange meeting to discuss with Cllr and Clerk</p>	
122/16-17	<p><b>Finance</b></p> <p>Clerk salary &amp; expenses – mcaffee security /stationary £566.98  Hugo king – £660  Alca training £90  Dan Stephenson/ website £40  Annual Audit / Grant Thornton £240 240</p> <p>Proposed DR  Seconded PW  All in favour</p> <p>Clerk to circulate precept / budget forecast 17/18</p> <p>Dan Stephenson will arrange for a wifi survey to be undertaken at Church hall – pre-agreed cost of £50 to be reimbursed.</p>	CP
123/16-17	<p><b>Planning :</b></p> <p><a href="#">Burnside, Walley Court Road, Chew Stoke, Bristol, BS40 8XN</a>  Erection of 2no two storey detached dwellings with attached garages and extension to existing garage following demolition of existing workshop building (Re-submission)  <b>Appeal In Progress</b></p>	
124/16-17	<p><a href="#">Nutgrove, Pilgrims Way, Chew Stoke, Bristol, Bath And North East Somerset, BS40 8TZ</a>  Erection of a new dwelling in land adjacent to existing house  <b>PC commented</b></p>	
125/16-17	<p><a href="#">Pilgrims House , Pilgrims Way, Chew Stoke, Bristol, BS40 8TZ</a>  Replacement of an outbuilding providing a home office, garden store and wood store ancillary to the existing house  <b>PC to Commented</b></p>	
126/16-17	<p><b>Quarry Hay – Approval of Fencing quote</b></p> <p>Not yet received by Clerk</p> <p>Cllr James left the room at 8.30pm for private discussion with a visitor to meeting</p>	
127/16-17	<p><b>Village Finger Sign posts</b></p> <p>Clerk to contact Cllr Schofield , Chew Magna Parish Council</p>	CP
128/16-17	<p><b>Tree Surveys Rectory field and Bilbie playground</b></p> <p>No update yet received – Clerk to follow up  Request estimate for tree works required for precept requirements 17/18</p>	CP NB
129/16-17	<p><b>Sweeper/ Cleaning Contract</b></p> <p>Head of Procurement at BANES has provided a form of agreement with terms &amp; conditions for any proposed agreement contracts. Specification and maps nearing completion. Cllr Baker to circulate prior to December meeting.</p>	NB
130/16-17	<p><b>Reallocation of Councillor Roles following Councillor Resignation</b></p>	

To be added to agenda when new Councillor elected.

131/16-17 **Village Christmas Tree Update**

Councillor James returned to meeting at 8.45pm  
Cllr Stephenson to arrange acceptance of Christmas tree gift from The Stoke Inn.

DS

132/16-17 **Irish Bridge - Stream and Bollards**

Email received from BANES advising works not yet complete and will possibly recommence 1<sup>st</sup> week of December.

133/16-17 **Adoption of Curo Land at end of Bilbie Road**

Curo Housing have informally suggested to Parish Council adopt the triangle of land at the Bottom of Bilbie Road. This would then add additional mowing and insurance liability cost to the Parish Council

Vote held - All in favour to decline offer due to the above.

134/16-17 **Items for Inclusion at December Meeting**

Transparency Grant Fund Application  
Approval of Quarry Hay Fencing Quote  
Tree Surveys Rectory field and Bilbie playground  
Sweeper/ Cleaning Contract

135/16-17 **Date of Next meeting**

1<sup>st</sup> December 2016