



Parish Clerk: Angela Wilson
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 timsbury.org.uk/parishcouncil

Minutes of Parish Council Meeting

Monday 6th September 2021

at 7:30pm in the Conygre Hall

Ref.	Item and Minute	Action
	Present: In the Chair Josie Pownall; Ray Merchant, David Collett, KC Bradley, Mary-Anne Ansell, Victoria Ansell, Mark Foster, Debbie Murphy, and Sean Stephenson- McGall.	
5069	1. Welcome and Apologies The Chairman welcomed everyone. Apologies from Derek Wheeler and Sheila Clarke.	
5070	2. Declarations of interest None	
5071	3. Co-option of new councillor There have been no applications and so two vacancies remain	Clerk
5072	4. Minutes of last meeting The minutes were approved as a correct record and were signed by the Chairman.	Clerk
5073	5. Matters arising from the Minutes of the last meeting <ul style="list-style-type: none"> • (5049) Report on PC meeting with the Conygre Trust - <i>see separate agenda item 9</i> • (5049) Discussion between Balance Studio and the Conygre Trust are ongoing with a view to holding the community event next year. • (5049) The gate for the allotments should arrive within the next two weeks. Due to the rising cost of materials, however, the price has increased to £665 + VAT. This increase has been approved by the Chairman. Installation costs will be covered by the Allotments Committee up to a maximum of £300. • (5049) Steffan Chiffers, B&NES Highway Engineer has confirmed that The Avenue pavement bend has been prioritised for a feasibility study and this will now be the main priority for Timsbury. • (5049) Cllr Doug Deacon has forwarded the PC's application to the B&NES Liveable Neighbourhoods programme team. He has also asked that the line marking and speed roundels to be repainted. The siting of a bin at Greenvale playground is ongoing. The Chairman advised that Cllr Deacon had been invited to attend this meeting to meet with the Parish Council and be introduced to the new Clerk. The meeting expressed its disappointment that he was unable to attend. • (5050) The hedges overhanging the pavements have now all been cut back. • (5055) Remedial works to the house in The Square have to be carried out by the end of September 2021. 	Clerk

5074	<p>6. Clerk's Report</p> <p>The Clerk has now signed her contract with effect from 24th August 2021. An overlapping period of a week with the previous clerk took place to allow for a handover and training to take place before he left.</p> <p>A new office has been set up in the YMCA building and has been well equipped with all necessary fixtures and fittings for the role. Although the new Clerk will also be working from home, this office will be used as a base to maintain a visible presence in the village.</p>	
5075	<p>7A. B&NES Decisions on Planning Applications</p> <p><u>21/02782/TPO</u> Parish's House, Hook, Timsbury, BA2 0ND. Fell 13 trees and prune 11 trees. CONSENT</p> <p><u>21/02896/FUL</u> 33 The Glebe, Timsbury BA2 0LT. Erection of front single storey infill and single storey rear extension with garage conversion. PERMITTED</p> <p><u>21/03074/FUL</u> 3 Homefield, Timsbury BA2 0LU. Alteration and increase in height of boundary wall and associated works. PERMITTED</p> <p><u>21/03203/FUL</u> Bailey Cottage, 3 Pitfour Terrace, High Street, Timsbury Erection of garage to replace existing garage. PERMITTED</p>	
5076	<p>7B. Planning Applications to B&NES for the Parish Council to consider:</p> <p><u>21/03750/FUL</u> 1 Mill Lane, Timsbury, BA2 0EN – Extension and alterations to replace existing single-storey rear lean-to. The closing date for comments has now passed.</p> <p><u>21/03754/FUL</u> Parcel 1120 Bungays Hill, High Littleton. Erection of a general-purpose farm building. This application has been resubmitted with an aim to address planning and environmental concerns raised in the original submission. The council agreed unanimously to object to this submission but would follow the advice of the Planning Conservation Officer. They also requested that comments made regarding the previous submission should also apply to the this resubmission , summarised as follows:</p> <p><i>“The expansion of farm buildings would have an unacceptable impact upon the landscape of the valley and the sensitive settings of nearby Grade II listed heritage assets of Rugbourne Farm”</i></p>	Clerk
5077	<p>7C. B&NES Local Plan Review Consultation</p> <p>The Local Partial Update Plan has now been issued. There appears to be nothing major in it that would impact on the village and it was favourably noted that it was an environmentally friendly report. For example, in future, biodiversity will be included in all planning decisions and both the building materials and the running costs of future houses will need to be carbon neutral. There will also be a maximum parking limit imposed for each application rather than the current minimum.</p>	
5078	<p>7D. Tree Preservation Orders</p> <p>Tree Preservation Orders have now been implemented on the beech and yew trees along The Avenue by St Mary's Close.</p>	
5079	<p>8. Revised YMCA rents and contract for Library Hub and Clerk's Office</p> <p>An agreement between the YMCA and Timsbury Parish Council was circulated detailing the rent and conditions of use with respect to the Library Hub and the new parish office. It was noted that the rent for the Hub has increased by 10%</p>	

	but this had not been reviewed for some time. The all-inclusive cost of the parish office would be £500 per annum (£41.67 per month billed quarterly) for an initial period of fourteen months. It was unanimously agreed to accept the agreement.	Clerk
5080	<p>9A. Report of meeting with the Conygre Trust – 5th August 2021</p> <p>The Chair reported that there was no maintenance renewal contract in place for the playground and the Trust would like the surface under the large, round swing to be resurfaced. This is likely to cost in the region of £2500.</p> <p>Cllr Collett has agreed to act as a liaison regarding communications between the Council and the Trust.</p> <p>9B. Report of B&NES ALCA Group Meeting – 1st September 2021</p> <p>The Chair updated the meeting on the following issues arising from the meeting.</p> <ul style="list-style-type: none"> • ALCA reps should be appointed councillors and not the Clerks. • A payment is available from B&NES which can be given to Parish Councils to take on the responsibility of clearing low-level vegetation on PROWs in their area . This payment would, however, only really benefit councils which have a few well-used footpaths and would not be sufficient for those with a lot of rarely used PROWs. • Problems were being reported in tracking issues reported on the B&NES Fix MY Street website • New ALCA website goes live this week. • Uptake has been good on the training courses offered by ALCA 	DC
5081	<p>10. Update on upgrading to LED and maintenance for PC streetlighting.</p> <p>A purchase order in the sum of £2204 plus VAT was raised in mid-August for the upgrading and maintenance of the streetlighting. It is envisaged that the payback due to savings on electricity costs and maintenance will be two years.</p> <p>The lead time for the delivery of the order is around three weeks and will include inspection and testing of eleven units, removal of two lanterns and LED replacement of nine streetlights. There will also be a residential dimming regime implemented.</p>	Clerk
5082	<p>11. Community Payback Team work visits</p> <p>The Community Payback Team will be visiting every Monday for four weeks from 1st November 2021. They will be asked to clear the brambles and overgrown vegetation at the far end of the cemetery and, if they have time to cut back the overgrown verges in Radford Hill.</p> <p>Cllr V Ansell also requested that, if there was sufficient time, they also help clear the leaves in the village.</p> <p>Cllr MA Ansell stated that she would like to meet with the Team on the first day and the Clerk would liaise with her regarding this nearer the date.</p> <p>The Team will return to the village on 10th March 2022 each Monday for eight weeks. The visits will be free of charge.</p>	Clerk Clerk
5083	<p>12. Update on ownership of the HaHA path.</p> <p>This has still to be followed up.</p>	Clerk
5084	<p>13. Developing a process for the spending of the Community Infrastructure Levy.</p> <p>The Vice Chair reported on the CIL working party which met on 26th August 2021. The Levy from the Wheeler’s Yard development will be £50,216 and this will be announced in the Newsletter and on social media. The legal regulations on how it can be spent will be displayed on the Parish Council website. The draft process on how consultations with residents might take place was discussed. The working party would review the processes and procedures and bring them to the</p>	JP, KC, SC, MA Clerk

	next meeting for due consideration. The wording for the newsletter insert will be refined for publishing.	
5085	14. Completion of External Audit for Finance Year 2020/21 We have now been notified by the Auditors that this has been successfully completed and a notice of conclusion has been issued. This will be posted both on the parish council website and on the notice boards.	Clerk
5086	15. Finance Expenditure since the last meeting was listed and will be shown on the Parish Council finance pages on timsbury.org.uk site/parishcouncil . Cllr Murphy requested that that the methods and frequency of payments be included for clarity. The Clerk would include this on all future monthly expenditure details.	Clerk
5087	16. Correspondence None	Clerk
5088	17. Matters of interest and information <ul style="list-style-type: none"> • Somer Valley Forum re B&NES Local Plan Review 7th September 2021 6pm • Climate and Biodiversity festival, Bath 13th – 26th September 2021 • Route60+ event Monday 20th September 2021 • ALCA AGM Sat 9th October 2021 remotely • Parishes Liaison Meeting 13th October 2021 • B&NES ALCA group meeting 2nd December 2021 	DC/JP JP JP JP

JP

There being no further business the Chairman closed the meeting at 8.35pm

Approved and signed as a correct record of the meeting:

Chairman: _____

Date: _____

**The next meeting will be on
Monday 4th October at 7.30 pm in the Conygre Hall, North Road**
For further information see: timsbury.org.uk/parishcouncil