Corston Parish Council

**Chairman:** John Twist **Clerk:** John V May 9 Meadlands, Corston, Bath BA2 9AS

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**(DRAFT) MINUTES OF THE CORSTON PARISH COUNCIL MEETING: 4thAPRIL 2016**

**1. COUNCILLORS PRESENT**

John Twist, the Chair of the Corston Parish Council, welcomed Councillors Susan Charles, Sheila Thomas, Gina Wynne and Ward Councillor Sally Davis to the meeting. The Chairman also welcomed Mrs Christine Ingersent on her most welcome return to the Corston Parish Council as a co-opted Councillor. Councillor Ingersent then signed the Declaration of Acceptance of Office form and also the Corston Parish Council’s original registration book. (The first entry in that book is signed by Fredrich Ludwig Bartell on 31stDecember 1894. Parish Councils were created under the local Government Act, 1894). The Chairman recognized the long and distinguished heritage of Corston's Parish Council and said that he was very pleased to acknowledge that, with Councillor Ingersent joining, the current Parish Council was now at full strength.

**2. APOLOGIES FOR ABSENCE**

Belated apologies for absence from the meeting, because of work responsibilities, were received from Councillors Breckon and Wynne.

**3. PARISHIONERS IN ATTENDANCE: THE CLERK**

The Chairman welcomed Parishioner Mrs Diane Phillips to the Council meeting. The Clerk advised the Council that apologies for absence from the meeting had been received from Parishioner Mrs Julie Bracewell, Mrs Elizabeth Freeman and Mr Rupert Mullins.

**4. DECLARATION OF COUNCILLOR’S PERSONAL INTERESTS IN THE AGENDA ITEMS AND PARISH COUNCIL BUSINESS**

The Councillors present made no declarations of personal interests in any of the agenda items.

**5. CONFIRMATION OF THE MINUTES OF THE CORSTON PARISH COUNCIL MEETING HELD ON 1STFEBRUARY 2016**

The Minutes were **agreed** and then signed by the Chairman.

**6. GENERAL ACTIONS ARISING FROM THE MINUTES OF 1stFEBRUARY 2016**

Page 1: The siting of a seat in memory of Terry Miller: Councillor Wynne

In the absence of Councillor Wynne, the Chairman deferred this action until the next meeting.

Page 1: The B&NES draft Conservation Area Appraisal: The Clerk

The Clerk said that he was still trying to arrange a meeting with B&NES officers and the Chairman to discuss the B&NES draft Conservation Area document. **ACTION: CLERK**

Page 2: Traffic ignoring the pedestrian crossing red stop signal and speeding on the A39: The Clerk

The Clerk informed the Council that he was waiting for news from the Police about the regulations concerning the creation of a Community Speed Watch team. **ACTION: CLERK**

Page 4: Proposed amendments to the Parish Council’s Standing Orders: The Clerk

The Clerk said that he expected to soon complete the action. **ACTION: CLERK**

**END OF GENERAL ACTIONS FROM THE MINUTES OF 1STFEBRUARY 2016**

**7. FINANCIAL BUSINESS**

**a) Review of the financial actions in the Minutes of 1stFebruary 2016**

Page 2: The purchase of four replacement swing seats in the Play Area: The Clerk

The Clerk informed the Council that the new swing seats had been delivered and that arrangements would be made have them installed and repairs in the Play Area undertaken. **ACTION: CLERK**

Page 2: Review of the Playing Field and maintenance costs: Councillor Wynne

In the absence of Councillor Wynne, the Chairman transferred the review of the options to improve the entrance pathway to the Playing Field to agenda item 11.

Page 2: Refund of VAT from HMRC: The Clerk

The Clerk said that he would shortly submit a claim to HMRC for a refund of £462.19 in respect of VAT payments made by the Parish Council during financial year 2014/2015. **ACTION: CLERK**

Page 3: Corston Parish Council’s 2016/2017 Precept: The Clerk

The Clerk advised the Council that the first half of the 2016/2017 Precept (£3760) and the local tax support grant (£240) had been credited to the Parish Council’s Bank account by B&NES.

**End of the financial actions from the Minutes of 1stFebruary 2016**

**b) Review of the General Fund and the Bank reconciliation: The Clerk**

After discussion, the Councillors **agreed** with the verbatim accounts summary provided by the Clerk. In due course, the Clerk would distribute an end of financial year statement. **ACTION: CLERK**

**c) Review of unplanned maintenance arising in the Playing Field and the potential costs**

The Chairman said that he and the Clerk had recently inspected the Play Area boundary fence and had concluded that it appeared to be beyond economic repair and would need to be replaced. The unplanned cost of replacing the fence had not been included in the Council’s 2016/2017 Precept bid. After discussion, the Council **agreed** that the Clerk should seek estimates to renew the fence. Mrs Sally Davis said that she would send the Clerk details of a fencing contractor. **ACTION: CLERK**

d) **Agree the wording of the Playing Field Notice and its purchase**

The Council reviewed the notice that had been circulated to them and **agreed** that three copies should be purchased and displayed in appropriate locations. **ACTION: CLERK**

**8. PLANNING APPLICATIONS**

The Council discussed the following planning applications:

15/04948/FUL 3, The Orchard, Lower Farm Lane Pending decision by B&NES

15/05379/FUL The Old Kings Arms, Wells Road. Pending decision by B&NES

16/00235/FUL The Malthouse, Wells Road. Pending decision by B&NES

16/00443/FUL Tree work on land between Barton House and Laburnum Cottage Permitted

16/00791/FUL High Gables, The Barton Pending decision by B&NES

16/00823/FUL Barton House, The Barton Pending decision by B&NES

**9. REVIEW OF THE CORSTONIAN**

The Chairman said that the Clerk had advertised, via the Councils’ email system, the need for a new editor for the Corstonian, but there had been no applications for the post. The Council **agreed** that the Clerk should re-advertise the post via the PC email and display notices on the Council notice board, in the village shop and also on various telephone phone poles in the village. **ACTION: CLERK**

**10. THE INTRODUCTION OF THE TRANSPARENCY CODE**

The Chairman advised the Council that an application had been submitted to NALC for a grant to enable the PC to create a website for the Council website and also purchase a new computer and other necessary IT equipment. Recognizing the age and poor performance of the PC's current computer, also the problems recently encountered by the Clerk, in anticipation of the grant being approved, a new computer would be ordered. The Chairman thanked Councillor Blows for the detailed specification he had provided that had enabled the Council to help identify a computer that would meet their future needs. **ACTION: CLERK**

**11. REVIEW OF THE CORSTON PARISH COUNCIL’S TASKS LIST**

The Council reviewed and updated the Council tasks list. Details are available on request.

**12. REVIEW OF THE B&NES WORKS REQUESTS**

The Council reviewed and updated the B&NES works list. Details are available on request.

**13. REVIEW OF MEETINGS ATTENDED BY COUNCILLORS AND FUTURE DATES**

In the interests of the Corston Parish, the Chairman had attended the following: The Keynsham Area Forum, B&NES Joint Spatial Plan, a Parish Liaison meeting and, with Councillor Charles, a meeting of the 2016 Corston Country Fair committee. At the invitation of B&NES, the Chairman had attended the B&NES Civic Reception for Parish Councils on 17th March.

**14. ISSUES RAISED BY PARISHIONERS: The Clerk**

The Clerk advised the Council that a parishioner had expressed concern about two young boys who were operating machinery on the Playing Field without always having adult supervision and that a heap of rubbish by the brook was untidy and needed to be removed. The Clerk also said that the boys had volunteered to help with some maintenance jobs in the area. After discussion, Councillor Thomas **agreed** to supervise the boys if they wished to help her undertake painting of the spectator's stand. The Clerk said that he would seek the agreement of the boy’s parents for them to help with this task.

**ACTION: COUNCILLOR THOMAS AND THE CLERK**

The Clerk said that he had been asked for permission to allow a horse to be exercised in the Valley Field brook area and possibly enter the field adjacent to the north side of the playing Field. After discussion, the Council **agreed** that this would be contrary to the Council’s Lease with the Duchy of Cornwall. Additionally, it also could pose a potential dangerous risk to those walking dogs and others, including small children, who use the recreational area. The Parish Council therefore rejected the request. The Clerk would advise the individual of the Council’s decision. **ACTION: CLERK**

**15. THE CLERK’S REPORTS**

The Clerk advised the Council that B&NES had cleared the Fly tipping on Ashton Hill.

The Clerk said that the Buzz Club hoped to celebrate the Queen’s 90th birthday party with a village street party on 12thJune and had asked of the Parish Council would consider financial support. After discussion, Councillor Thomas proposed that the Council donated £200 for the event which was seconded by Councillor Charles seconded. The Council unanimously supported the proposal by a show of hands. **ACTION: CLERK**

Following a suggestion by the Clerk, it was **agreed** that he would purchase eight copies of the ‘Good Councillor’s Guide’. **ACTION: CLERK**

**16. THE DATE OF THE NEXT MEETING**

The next Parish Council meeting will be held in the village hall on 16th May 2016, immediately after the Annual Parish meeting which will start at 7pm.

Signature ................................................. Date .......................................

Councillor John Twist

Chair of Corston Parish Council

Copies to: All Corston Parish Councillors and Mrs Sally Davis, Ward Councillor and approximately 90 Parishioners via the Parish Council Group email list, other individuals and organisations in the Parish and the Parish Council notice board.