

Corston Parish Council

Chair: John Bravin

Clerk: Position Vacant
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To: all Corston Parish Councillors
Saltford Ward Councillor Cllr Duncan Hounsell
Corston Parish Council Noticeboard
Corston Parish Council Website

The Corston Parish Council (CPC) Meeting was held at Corston Village Hall **Wednesday, 20th September 2023.**

The Chairman led on an Agenda item unless otherwise stated.

MINUTES

Item & Decision Required	Lead
1. Opening of the meeting including its conduct with public participation JB opened the meeting at 1903h.	JB
2. Councillors present including Ward Councillor, apologies and reason for absence All parish councillors were in attendance: John Bravin (JB - Chair), Katharine Evans (KE – Vice-chair), Richard Blows (RB), Susan Charles (SC), Anthony Birts (AB, left at 2200h), John Twist (JT) and Kevin Shepherd (KS). Duncan Hounsell (DH), Saltford Ward Councillor was also present (left at 2100h)	JB <i>pp</i> Clerk
3. Parishioners in attendance JB welcomed all parishioners in attendance: Kate Measures, Georgina Wynne, Alan Hole, Carole Hole, Marion Smith, Shirley Holloway, Jenny Burton, David Stonehill, Pamela Newton, Mark de Kretser, Colin Williams and Ayesha Williams.	JB <i>pp</i> Clerk
4. Declaration of Councillor's personal interests None declared.	JB <i>pp</i> Clerk
5. Extraordinary item 5.1 Update on Clerk vacancy advertising The position of Clerk remains unfilled – it is advertised on CPC website and on noticeboard. As an interim measure, JB proposed to approach the book keeper who works on an hourly basis for Englishcombe PC. Proposed JB, seconded JT; all agreed. 5.2 Allocation of responsibilities pending recruitment Note: all parish councillors are volunteers. In the continued absence of a Clerk, the Clerk's responsibilities were divided as follows: <ul style="list-style-type: none">- RB will manage the financial aspects of council, noting that all councillors are responsible for understanding how council manages the public purse. The budget for the forthcoming tax year will be set in the November meeting.- KE will take minutes.- JB will manage all incoming emails (c. 50-60/week), and the website, prepare and post Agenda and will coordinate responses to planning applications. 5.3 To investigate/approve official email addresses for councillors RB proposed to investigate a Google work space accessible to all councillors to make collaborative working easier. This would include new council-specific email addresses for each councillor. Proposed RB, seconded KS; all agreed.	JB <i>pp</i> Clerk
6. Approval of the minutes of the CPC meeting 12.07.2023 Minutes approved. JB will add to the CPC website.	JB <i>pp</i> Clerk
7. Matters arising from the minutes not covered elsewhere	JB <i>pp</i>

<p>7.1 Bank account transfer to Unity Bank JB proposed we take no further action on this until we have employed a financial professional. Proposed JB, seconded KE; all agreed.</p> <p>7.2 Security bollard at Recreation Ground entrance (KS) A new bollard has been installed. KS gave one key to Paul Wynne and will give the second key to JB.</p> <p>7.3 Rewilding planting in area of Recreation Ground (KE) Corston Community Orchard received funding from WECA Community Pollinator Fund to plant bulbs and wildflower seeds in the orchard and recreation field/brook area.</p> <p>7.4 Proposal to purchase additional notice board for the posting of community notices The cost would be £300-400 and the board would be identical to the two already affixed to the wall on the corner of Meadlands and Corston Lane. Proposed locations were next to the existing two boards or on the wall of the village shop. SC proposed that we defer decision pending discussion with new shop tenants. SC proposed, KE seconded; all agreed.</p> <p>7.5 Proposal to consult parishioners re: making Corston Lane one way from Gould Close to the A4 JB proposed to consult parishioners regarding a one way system along Corston Lane from the shop towards the A4. This could help traffic move better along this section. Councillors were divided about both the potential merit of the proposal and also the resources required to manage a consultation, given that CPC is without a Clerk. KS proposed not to pursue this any further at present, JT seconded; all agreed.</p> <p>7.6 Agreement in principle to replace Hanging Tree with a bespoke hand made carved village sign (pending further costing) The Hanging Tree, i.e. the small <i>Sorbus</i> at the junction of Corston Lane with the A39 has sadly died. JB proposed to replace it with a traditional bespoke wooden village sign. Two parishioners explained the historical significance of having a tree at that location. JT proposed not to pursue sign, but instead replace with a tree, KS seconded; all agreed. KE will contact Jane Brewer at Banes Tree Services for advice.</p> <p>7.7 Appointment of lead to organise speedwatch on A39 Six people, including a lead contact person are required for a Speedwatch. SC volunteered to lead this initiative.</p>	<p>Clerk</p>
<p>8. Ward Councillor's report Key points DH highlighted included the A4 consultation; likely future roadworks on A4; another 15,000 houses required up to 2042 – sites put forward by land owners are on Banes website; Banes no longer uses glyphosate on weeds because of its detrimental impact on pollinators and human health. Anyone who would like a copy of DH's report please email him: Duncan_Hounsell@bathnes.gov.uk</p>	<p>DH</p>
<p>9. Clerk's report 9.1 Cashbook and updated Asset Register RB updated Council on the current financial standing. There is an unexpected forthcoming CIL payment of £2,382. In the ongoing absence of a Clerk, CPC is well within budget. RB, JT and JB will continue to review all invoices. JB to ask Alan Jenner for update of defib pads that were ordered.</p> <p>9.2 Budget report from Clerk for period 01.07 to 31.08.2023 In the absence of a Clerk CPC has had minimal spend in this period – ongoing costs include dog waste bins, professional memberships and water/electricity for the pavilion.</p>	<p>JB pp Clerk</p>

9.3 Note Cashbook to 31.08.2023 and resolve to approve expenditure entries on it by reference to attached copy invoices and bank statements

Council noted Cashbook and approved expenditure entries.

9.4 To authorise payment to Clerk of arrears of salary.

JT proposed, SC seconded; all agreed.

9.5 To approve and authorise payment of expenditure.

RB proposed, KE seconded; all agreed.

9.6 Filing of changes to Financial Regulations on website.

The Financial Regulations have been updated and posted on the website

10. New items

10.1 Valley Field area

KS provided his update – below are the key points KS made:

- The majority of visitors to the Recreation Field and Valley Field are disrespectful
- The size of the field is only suitable for Corston parishioners and their families
- Children are building dams in the stream and placing stones on the grass. Fruit trees are being broken and daffodils picked
- Visitors are destroying the habitat of the stream and the surrounding areas
- Visitors let their dogs into the play area
- Visitors are engaging in sexual relations on the field
- We are too welcoming to visitors – signs should be placed saying that the Valley Field is closed to non-parishioners.

Post-meeting Note: Given the potential serious criminal implication if visitors were having sex in public, JB asked KS to speak to the witness and file a Police Crime Report.

RB explained that CPC is the lease holder of the Recreation Field and Valley Field. He has sought advice from Avon Local Councils Association (ALCA) – they made it clear that the CPC is operating both areas as a public space. The public cannot be excluded from certain areas and that erected signs that are not authorised by CPC could lead to liability issues. All members of CPC (excluding the vacant Clerk post) are unpaid volunteers and duties are wide-ranging. Expectations placed on parish councillors by some parishioners have become increasingly unreasonable.

Proposal to initiate request for Bathscape display focusing on wildlife

RB proposed that CPC contact Bathscape to explore the option of putting up an information board that might encourage visitors to engage positively with wildlife in the area. **RB proposed, SC seconded; all agreed.**

Proposal to update information on Kids Go Wild website

RB proposed that he will contact Kids Go Wild to update the information on their website to encourage responsible behaviour. **AB proposed, KE seconded; all agreed.**

Proposal to initiate formal process to designate a wildlife area

JB proposed that the CPC investigate defining the Valley Field as a wildlife area. Parishioner and professional ecologist, Kate Measures, explained that the wildlife in this area isn't unique enough to achieve a particular designation and said that a major change to amenities in the parish requires a formal consultation. CPC agreed that we need to devise a long term plan to manage both areas. RB said that the West of England Rural Network have community workers who could potentially help us understand the steps we could take locally. RB agreed to work with Kate Measures to design a way in which we can take on board the views of all parishioners and come up with a long term masterplan. We also need to factor potential upgrades of the pavilion into this plan. **JB welcomed this initiative and withdrew proposal to initiate formal process to designate area as a**

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wildlife area.

Proposal to reinstate fence across the top boundary of the Valley Field and to erect signs discouraging non-parishioners.

KS proposed to install a permanent fence and erect additional signage to deter the general public. In light of the discussions detailed above, **KS withdrew his proposals.**

10.2 Report on Community Fun Day on Saturday 19th August 2023

Gina Wynne, chair of the Corston Country Fair committee reported that the day was well attended and raised >£800. She thanked all volunteers who supported the event.

10.3 Renovation of Pavilion

Councillors thanked parishioner Bethan Sims for her detailed renovation plans. Before CPC can support the renovation of this parish council asset CPC would need to understand the vision for the use of the Pavilion. The schedule of works requires c.£50,000 – CPC would need to receive a more detailed plan as to how that money would be raised and also the phases of work proposed and how the work would be project managed and signed off. Direct discussions between the sponsor and CPC are vital if this proposal is to proceed further.

10.4 Cherry trees felling/replacement in Meadlands (SC)

SC to follow up with CURO.

10.5 Update on ash dieback work plan

All tree work will be completed in late Oct/early Nov 2023 and will be paid for by the Duchy. Acquiring the official tree felling licence took many months. The area will be fenced off professionally from around half-term until the work is completed. All ash trees will be removed apart from two large healthy specimens near the stone bridge. There will be replanting of suitable tree species.

10.6 To draft a formal response to A4 corridor transport plan

KE will draft the CPC response and will circulate to all councillors prior to submission.

10.7 To draft a formal request to PROW team regarding footpath maintenance

KE will contact the Banes PROW team to seek advice regarding the unusable state of several footpaths in the parish.

11. Planning applications – JB updated

11.1 Update on demolition at Turnpike Cottage

11.2 Planning Application Reference: 23/03170/COND

11.3 Planning Application Reference: 23/03171/NMA

11.4 Planning Application Reference: 23/02939/TCA

11.5 Planning Application Reference: 23/02711/FUL

11.6 Planning Application Reference: 23/02487/FUL

11.7 Agreement to draft CPC policy on planning permission for AirBnB

JB summarised the law regarding Airbnb properties:

- An outbuilding may be considered permitted development where this would be “incidental to the enjoyment of the dwelling house as such”; **use of an outbuilding for residential purposes would not meet the requirements of permitted development.**
- Occupation of a building by family groups of people (up to 6-8 people) may be considered a single household. A larger group of people where guests are part of different groups and arrive/leave at different times may require permission for a change of use.
- Any planning decision may consider *the pattern of arrivals and departures, with associated traffic movements; the unlikelihood of occupation by family or household*

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groups; the numbers of people constituting the visiting groups on many occasions; the likely frequency of party type activities, and the potential lack of consideration for occupiers.”

Currently there are 7 Airbnb properties within the parish:

The CPC resolved:

- To take no retrospective action on existing Airbnb properties that are considered to have required planning permission, unless their continued use causes significant annoyance to nearby residents.
- In future each building, or part of, used for Airbnb will be considered on a case-by-case basis and if considered necessary the CPC will raise a question with BANES Building Control Service <https://buildingcontrol.bathnes.gov.uk> as to whether a formal planning application is needed for a change of use.
- The Parish Clerk will keep a record of all Airbnb issues raised by parishioners.

12. Review of meetings attended by councillors & future diary dates

12.1 Environs committee 20th September 2023

JB hosted this meeting in Corston Village Hall.

12.2 Celebration of a New Ministry - Revd Nigel Williams.

KE and SC attended this happy occasion.

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13. Future CPC meetings

13.1 Wednesday 15th November 2023

Date amended to Wednesday 22nd November 2023

13.2 Agree dates for meetings of 2024.

Proposed 17th January, 20th March, 22nd May, 24th July, 18th September, 20th November

13.3. Future agenda items (none at present time)

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