

# FRESHFORD PARISH COUNCIL

## MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON MONDAY 11TH FEBRUARY 2019 AT 7.00pm

MEMORIAL HALL, FRESHFORD

### Present

**Councillors:** John Adler (Chairman), Jean Hawker (Vice Chairman), Nick Stevens, Martin Walker, Craig Underdown, Roger Paine, Peter King, Andrew Orme, Tom Maddicott and Lorraine Montacute (Clerk).

**Apologies for Absence:** All Councillors were present

### 014/19 Declarations of Interest and Requests for Dispensations

Cllr Martin Walker declared an interest in the Tuckers Cottage application.

### 015/19 Minutes of Parish Council Meeting held on 10<sup>th</sup> December 2018

Draft minutes from the 14<sup>th</sup> January 2019 were approved and signed by the Chairman.

### 016/19 Open Forum

No matters were raised in the Open Forum.

### 017/19 Planning Applications

**19/00103/FUL Tuckers Cottage. Demolition of existing single storey extension and replace with a two storey extension at the rear of the property.**

Cllr. Martin Walker left the room whilst this Application was considered.

This application provides for the demolition of a 1960s built one storey extension, and its replacement with one two storeys high, on approximately the same footprint. In addition, there will be new replacement windows and a complete reorganisation of the interior accommodation and layout. This will enhance energy efficiency.

The three-bedroom Cottage is built of Cotswold stone on two floors, and is adjacent to a Listed dwelling, although not itself listed. It is in the Green Belt and AONB but not in the Conservation Area. The building is in need of significant modernisation, improvement and updating.

Pre-application advice has been sought and the Planning Officer has been supportive in general terms with regard to the volume change and the principle of such an extension. The officer questioned the type of surface of the extension and this has been taken into account in the application. The need to remove a chimney was also queried, although consent would not be required for this work. The extension does appear to be quite bulky in the context of this dwelling and its neighbours.

An extension of this type is generally to be welcomed in this context, but pre-application comments should be taken into account, also the requirements of the Villages Design Statement in the Neighbourhood Plan must be followed.

At the meeting, the Council resolved to support the application, in the terms of the report.'

#### **18/05029/FUL Freshford School. Installation of solar Panels on the rear (south east facing) roof slope.**

No discussion was held as the application had been withdrawn prior to the meeting.

#### **Decision Notifications**

There were no comments on the Decision Notifications listed on the Agenda.

#### **018/19 Outstanding from previous meeting:**

1. The SSE work on street lamp 2, Staples Hill and street lamp 20, Pipe house lane is scheduled within the 6-week lead-time. **Action: LM to progress work to completion.**
2. Curo confirmed that repairs street lights 48 & 51 took place on 28<sup>th</sup> Jan. Curo claim they are not responsible for street light 54. **Action: An escalation email to be sent to Curo to challenge this response. If not Curo, then contact BANES.**
3. AGAR has confirmed that no further information is required from the PC and they do not issue an updated certificate. **Action: Cllr Adler to publish the incomplete Certificate on the PC web-site.**
4. Estimated costs from SSE for updating all street lighting to LED technology is outstanding. We will be taking a robust line with SSE to understand the costs involve in this upgrade as currently this work is not in budget for 2019. **Action: Cllr. Adler to give email support to try and get visibility on the costs without further delay.**

## 019/19 Finance

The following payments were approved:

Alan Duck	Hedge cutting and removal of growth over telephone wires	£215.00
PMP	Printing Publication for the Parish Bulletin	£255.20
Clerk Salary	Lorraine Montacute	£437.28
Expenses	Lorraine Montacute	£47.59

1. Arrange a pre-meeting with the PC auditor to discuss the information requirements for 2018/19. **Action: Cllr. Adler to organise the meeting.**
2. Currently, there is a rolling commitment to Alan Duck for his gardening services. For 2019 the PC would like clarity on the engagement with Alan Duck. **Action: Cllr. Adler to discuss this directly with Alan.**

## 020/19 Highways and Transport

Cllr. Stevens shared information relating to a Parish Steward Scheme which covers all types of minor highways work which has been set by the local community. It was agreed that we should seek more information on the scheme and look at opportunities to join forces with neighbouring parishes. **Action: Cllr. Adler to investigate the scheme further.**

The Community Asset Transfer Policy discussion will be rolled over to next month.

## 021/19 Cemetery Fees

The Freshford cemetery fees are out-of-date and require a review and an update of the rates and the definition of what's included. The comparison of rates will include Haycombe, Semington and Limpley Stoke, and will include green burials.

**Action: LM to provide a short paper giving definition of the updated rates.**

**Action: Cllr. Paine to obtain the Limpley Stoke rates and definition of what's included.**

## 022/19 Exchange of information

1. In the past Limpley Stoke and Freshford exchanged their Agenda's. There is a desire to reinstate this exchange, with Hinton Charterhouse too. **Action: LM to try and reinstate the exchange of agendas with neighbouring parishes.**

2. BANES send information relating to road closures, FPC wish to receive the road closures information from Wiltshire too. **Action: LM to contact Wiltshire Council to be included on road closure information.**

#### 023/19 Items for Review

Month	Topic	Comment	Action
Nov	Review of Assets Register and Valuations	Is the register complete? Ensure that valuations are up to date.	Complete
Dec	Review of Insurance Policies	Are the existing insurance policies in place acceptable and value for money?	Complete
Jan	Review of Risk Assessment Review	Review the Risk Register.	Complete
Feb	Review Register of Members' interests	Process. Clerk to co-ordinate.	Nick, Roger & Lorraine
Mar	Financial and Procedural Standing Orders	Do the existing standing orders require amendment?	Clerk, Nick, Chair

#### 024/19 External and other meetings

Cllr. Adler - Cam Valley Forum 14th February

Cllr. Ader – Parish Liaison Meeting 6<sup>th</sup> March

Cllr. King - VPA Meeting 27th February

Cllr. Stevens – Wessex Railway 15th February

#### 025/19 Date of next meeting 11th March 2019