



Parish Clerk: Angela Wilson
timsbury.parish.clerk@gmail.com 07594 651366
timsbury.org.uk/parishcouncil

Minutes of Parish Council Meeting

Monday 6th June 2022

at 7:30pm in the Conygre Hall

Ref.	Item and Minute	Action
	Present: In the Chair Cllr Josie Pownall; Cllr KC Bradley(Vice-Chairman), Cllr David Collett, Cllr Mary-Anne Ansell, Cllr Mark Foster, Cllr Nick Lewis, Cllr Ray Merchant, Cllr Debbie Murphy, Cllr Sean Stephenson-McGall, Cllr Derek Wheeler Clerk: Angela Wilson	
5240	1. Welcome and Apologies The Chairman welcomed everyone. Cllr Sheila Clarke sent her apologies.	
5241	2. Declarations of interest None	
5242	3. Co-option of new councillors None	
5243	4. Minutes of the last meeting The minutes of the last meeting were read and approved as a correct record and signed by the Chairman.	
5244	5. Matters arising <ul style="list-style-type: none">5222 The village youth workers have agreed to be appointed to the Young People working group and the updated list of committee members has been placed on the website and in noticeboards.5224 The paperwork has now been signed off and once documents regarding the verification of identity have been received from the new signatory this will be sent to the bank.5228 (re 5201, 5155 Disabled space) We are still waiting the outcome of the disabled space outside of the South Road Methodist Church.5228 (re 5201, 5157 Lighting) The Clerk will contact Volker again to chase this.5228 (5201, 5157 Emllett Field) The Clerk will contact the selling agent to ask if they can request the new owners to make contact with the Parish Council.5228 (5201, 5167 Planning violation) The officer dealing with this case has now left. The Clerk will contact B&NES Planning enforcement to ascertain who the new officer is and to receive an update on this case.5228 (5185,5177 Financial reserves) the financial reserves needed to meet the statutory obligation of the council is ongoing and will be discussed at the next finance meeting.5228 (5202 Hub library sign) The Hub Co-ordinator was arranging for this to be repaired. The Clerk will chase this up with her.	Clerk Clerk Clerk Clerk

	<ul style="list-style-type: none"> The Cricket Club has now sent in a copy of its last audited accounts in support of its CIL application and this has been forwarded to members of that working group as requested. The manager of the YMCA building wishes to set up informal meetings to get ideas on how better use may be made of it. The Clerk will attend as a user of the building but not as a formal representative of the Parish Council. 	
5246	<p>7. Planning applications to B&NES for the Parish Council to consider <u>22/01090/FUL</u> Parcel 9393 Mill Lane, Timsbury Change of use from agricultural to equestrian use. Erection of two stables, a tack room, a tractor shed and a hay barn. <i>It was unanimously agreed that there was <u>no objection</u> to this application.</i></p> <p><u>22/01463/FUL</u> Brick House, Church Street, Timsbury BA2 OLG Reinstatement of second and third floor. <i>It was agreed by a majority of nine and one abstention that the Parish Council <u>objects</u> to this application and supports the comments of the B&NES conservation officer. They strongly agree that the construction will have a detrimental impact both on the character of the area and of Timsbury as a whole.</i></p> <p><u>The following decision was received after the agenda was issued:</u></p> <p>B&NES Provisional Tree Preservation Order for consideration by the Parish Council: <u>TPO 544/13</u> Parcel 4679, Hayeswood Road, Timsbury Three trees T1 Sycamore, T2 Horse Chestnut, T3 Lime <i>No objections were received therefore the tree preservation order is confirmed</i></p>	
5247	<p>8. Conygre Trust liaison report. Cllr Collett reported that discussions had taken place regarding processes that could be put in place to ensure effective communication between the Trust and the Parish Council. The Chairman of the Council will consult with the new Chairman of the Trust to talk about the way forward.</p>	JP/Clerk
5248	<p>9. Reports from delegates to other organisations The Somer Valley Enterprise Zone webinar - Cllr Collett attended. This has been a long-standing project which B&NES has now taken over and who are currently looking for organisations who will invest in the scheme.</p>	
5249	<p>10. Review of the Parish Council risk register The risk register was circulated for members' consideration. Comments and additions would be discussed as an agenda item at a future meeting.</p>	
5250	<p>11. Review of the remits of the Parish Council committees and working parties Remits were circulated to members. It was agreed that comments should be sent to the Clerk which would be collated for discussion at a future meeting.</p>	
5251	<p>12. Review of the internal audit report 2021/22 The internal audit had now been completed with no adverse comments and signed off by the Internal Auditor. On a vote it was unanimously agreed to be accepted.</p>	
5252	<p>13. Review and approval of the Annual Governance Statement 2021/22 The Annual Governance Statement was reviewed and unanimously agreed. The Chairman and Clerk then signed it.</p>	

5253	14. Review and approval of the Annual Accounting Statement 2021/22 The Annual Accounting Statement prepared by the Clerk was presented to members who unanimously agreed its contents. The Chairman then signed the Statement to this effect.	
5254	15. Parish Councils' Airport Association Annual subscription It was agreed that membership of this PCAA should continue as the expansion plans for the airport are still being legally challenged. <i>It was unanimously agreed that the annual subscription fee of £75 should be paid for 2022/23.</i>	Clerk
5255	16. Finance a. Expenditure since the last meeting was listed and circulated to members and will be shown on the Parish Council finance pages on www.timsbury.org.uk/parishcouncil In addition, the annual audit was now complete and would be sent to the external auditors. The paperwork will be placed on the website and in the noticeboards and residents will be able to exercise their rights to inspect the accounts between 13 th June and 22 nd July 2022.	Clerk
5256	17. Correspondence <ul style="list-style-type: none"> • A request was received from a potential resident asking about the maintenance responsibility for a boundary fence in St Mary's Close. It was agreed that this was a conveyancing issue to be dealt with by the correspondent's legal representative. • A resident reported damage to one of the Parish Council benches in The Avenue. The Chairman reported that there is also a bench in need of repair in Lansdown View. She will contact Mike Horler to find out if he would be able to mend both of the benches. • A resident has contacted the council with concerns regarding the erection and height of a fence on Maggs Hill. The clerk will pass the concerns on to the B&NES planning office. • A request had been received regarding the bus timetable for Greenvale Drive. Cllr Collett offered to obtain it from the First Bus site and publish it on the website. 	JP Clerk DC
5257	18. Private session regarding staffing issues Discussions took place regarding procedures for contacting the clerk whilst she is on annual leave. The number of hours that the Clerk is contracted to work will be reviewed by the staffing committee.	
5258	19. Matters of interest and information ALCA AGM (held remotely) 8 th June 2022 Chew Valley Forum (held remotely) 14 th June 2022 Somer Valley Forum (held remotely) 15 th June 2022 Parish Councils' Airport Association AGM 30 th June 2022	

There being no further business the Chairman closed the meeting at 9.10pm

Approved and signed as a correct record of the meeting:

Chairman: _____

Date: _____

**The next meeting will be on
Monday 4th July 2022 at 7.30 pm in the Myra Hayward Room, Conygre
Hall, North Road**

For further information see: timsbury.org.uk/parishcouncil