



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

## Minutes of Parish Council Meeting Monday 6<sup>th</sup> February 2023

Ref.	Item and Minute	Action
	<p><b>Present:</b> In the Chair Cllr Josie Pownall; Cllr Mary-Anne Ansell, Cllr Paul Carroll, Cllr Sheila Clark, Cllr David Collett, Cllr Ray Merchant, Cllr Nick Lewis, Cllr Debbie Murphy, Cllr Peter Randall, Cllr Sean Stephenson-McGall, Cllr Shaun Stephenson-McGall Clerk: Angela Wilson</p> <p>Visitor: Martin Kendall, Chairman of the Conygre Trust (Item 5 only)</p>	
5366	<p><b>1. Welcome and Apologies</b>            Apologies were received from Cllr K C Bradley and Cllr Mark Foster. The Chairman welcomed members to the meeting.</p>	
5367	<p><b>2. Declarations of interest</b>            None</p>	
5368	<p><b>3. Minutes of the last meeting</b>            The minutes of the last meeting were agreed as a correct record and signed by the Chairman</p>	
5369	<p><b>4. Matters Arising</b></p> <ul style="list-style-type: none"> <li>● 5353 (re 5338, 5319, 5299, 5281, 5263, 5244, 5228, 5201, 5157 ) Volker Ltd has confirmed that, should the remaining lights in Chapel Walk fail, there is an LED lamp product that can be retro fitted into the old style lamps and suggest this may be our best option. They have also looked into reducing the luminosity of the lamps in that area, but advise that they are already on the lowest wattage and cannot be dimmed further. If they are still considered too bright then the only option would be to put up shields to protect residential properties from the light.</li> <li>● 5353 (re 5338, 5319, 5299, 5281, 5264) The Clerk has had no success in finding out the new owners of Emlett field although it has been noted that the hedgerow has been trimmed.</li> <li>● 5353 (re 5338, 5319, 5302) The breakdown of the list of recent repairs to the play equipment has now been received and the Parish Council will be invoiced for £364.96 plus vat.</li> </ul>	

	<ul style="list-style-type: none"> <li>● 5353 (re 5338, 5319, 5304) The Streets and Safety working group have now identified the type of barriers required and local contractors will be contacted to quote for that work and for placing the bicycle hoops in the Co-op car park.</li> <li>● 5352 (re 5338,5324) Cllr Sean Stephenson-McGall advised that he has heard from B&amp;NES Highways who have put him in contact with a fellow councillor in another ward who has been through the process of implementing Vehicle Activated Signs. Following on from this Highways will then carry out a site survey. Cllr Shaun Stephenson-McGall reported that the AutoSpeedWatch system is still progressing but is awaiting a review of the site by B&amp;NES Highways.</li> <li>● 5352 (re 5338, 5332)The viability of obtaining a bank card is still being investigated and will be brought to a future meeting.</li> <li>● 5355 This is now covered under agenda item 10.</li> <li>● 5355 B&amp;NES Highways have amended the original plan for The Avenue corner following a Road Safety Audit and representations from the Police. There would no longer be build-outs or traffic calming measures but the existing footpath would be widened and the footpath on the Avenue extended towards the cross roads with dropped kerbs at the crossing point. Councillors were very disappointed at the revision of the original scheme at such a late stage as it did not adequately address the speed of traffic on that road, although it was noted that a 20 mph limit was to be introduced. The Clerk was asked to contact B&amp;NES Highways to pass on their concerns and to obtain copies of the Road Safety Audit and Police reports on the scheme that was originally requested by the Parish Council.</li> <li>● 5357 The Chairman has received notification that the broken bin on the Conygre Field can be repaired and so does not now need replacing.</li> <li>● 5360 One person has expressed an interest in carrying out the litter-picking in the village. Currently the emptying of the bins in the Play Area and on the Conygre Field is paid for by the Conygre Trust but it would be more effective for the funding to be brought under the auspices of the Parish Council. The Chairman and Cllr Collett will meet to discuss the best way to resolve this and then the applicant for the position will be invited to the Parish Office for an informal discussion on the way ahead. The Chairman advised that she is still awaiting advice from B&amp;NES on whether they would be able to empty the bin in the Miners' Garden.</li> <li>● 5362 Further clarification on the Emergency Plan is still awaited.</li> </ul>	<p>Clerk</p> <p>S S-McG Sh S-McG</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk/JP/DC</p> <p>Clerk</p>
5370	<p><b>5. Presentation by the Conygre Trust</b></p> <p>The Chairman of the Conygre Trust, Martin Kendall, updated the meeting on the progress of the celebration for the 50<sup>th</sup> anniversary of the Conygre Hall and confirmed that it would be held on Saturday 10<sup>th</sup> June 2023. The local school will be designing a logo and users of the hall and local community groups have all been invited to provide activities or information stands.</p> <p>The event will take place on the field but, should there be inclement weather, a marquee will be available. The cricket club will be providing a bar and a barbecue and the WI will be providing teas and coffees. In</p>	

	<p>addition, the Mendip Male Voice choir have confirmed that they will be taking part and in the evening there will be a ceilidh in the marquee. On Sunday 11<sup>th</sup> June 2023 there will also be a football tournament as part of the celebration.</p> <p>The Trust would welcome any further suggestions for groups who might also like to take part.</p> <p>The Parish Council agreed previously to contribute £750 to the event and the Chairman thanked Martin for the progress update. He then left the meeting.</p>	
5371	<p><b>6. Clerk's Report</b></p> <ul style="list-style-type: none"> <li>• Advertisements for the Library Co-ordinator have been placed in the MN&amp;R Journal, on the website, on Timsbury Rocks and in the notice boards.</li> <li>• B&amp;NES Democratic Services held an online briefing on 25<sup>th</sup> January 2023 regarding the May local elections for Clerks and Councillors. This was recorded and the link to it will be circulated for anyone who was unable to attend.</li> <li>• The YMCA building was broken into during the previous weekend and a lot of damage was caused. The Parish Office and Library remained secure and the incident is being dealt with by the Police.</li> </ul>	Clerk
5372	<p><b>7a. Planning Applications to B&amp;NES for the Parish Council to consider.</b>  <u>22/02951/FUL</u> Sunnyside, North Road, Timsbury BA2 0JQ  Erection of porch following demolition of existing.</p> <p><i>It was unanimously agreed that there was no objection to this application.</i></p> <p><u>23/00044/LBA</u> Vale House, Loves Hill, Timsbury BA2 0EU  Internal alterations to include redecoration, replacement of faulty fittings and new stone floor to kitchen.</p> <p><i>It was unanimously agreed that there was no objection to this application.</i></p> <p><u>2300095/VAR</u> Flower and Hayes Ltd North Road, Timsbury BA2  Variation of conditions 7 (Arboricultural Method Statement and Tree Protection Plan) 12 (Contaminated Land - Verification Report) 13 (Implementation of Wildlife and Bat Protection and Mitigation Schemes) 14 (Renewable Energy) 15 (Water Efficiency – Rainwater Harvesting) and 20 (Lighting Strategy) of application 20/04457/VAR (Variation of conditions 4, 5, 6, &amp; 8 of application 19/02095/FUL (Erection of 26 dwellings and office space along with new vehicular and pedestrian access and associated works. (Resubmission)).)</p> <p><i>The following decisions were made for each variation of condition:</i>  <i>Variation 7 - Unanimously agreed to object as disagree with the method statement.</i>  <i>Variation 12 – Unanimously accepted for the houses already built and mentioned in the report but for further houses not yet built further variations will need to be submitted for consideration.</i>  <i>Variation 13 – Unanimously agreed to object.</i>  <i>Variation 14 – Unanimously support the variation.</i></p>	

	<p><i>Variation 15 - Unanimously support the variation.</i></p> <p><i>Variation 20 – Unanimously agreed to object.</i></p> <p><u>The following was received after the agenda was published but was considered by the Parish Council because of the deadline for replies (not B&amp;NES Council):</u></p> <p><u>Cornerstone Planning Consultation</u></p> <p>Proposed upgrade to existing radio base station installation at ctil_24152623 comprising the installation of 3 no antennas and 2 no dishes on the existing 15m lattice mast together with upgrade to the existing ground based cabinet and ancillary development thereto.</p> <p>Sleight Farm, Hayeswood Road, Timsbury, Bath, Somerset, ba2 0hn (e366478 n159124)</p> <p><i>There were no objections to this proposal.</i></p> <p><b>7b. B&amp;NES Decisions on Planning Applications.</b></p> <p>None</p>	
5373	<p><b>8. Conygre Trust liaison report</b></p> <p>There was still an issue with the liaison between the Conygre Trust and the Parish Council regarding the process for managing the play area in the future. Currently play inspection reports from B&amp;NES council are sent directly to the Trust and then forwarded on to the Parish Council but a more robust system needs to be implemented with an agreed system for managing the repairs to the play equipment.</p> <p>It was agreed that the Chairman and Cllr Collett would meet to discuss a suitable process and report back to a future meeting.</p>	JP/DC
5374	<p><b>9. Reports from delegates to other organisations</b></p> <p>ALCA – A report has been circulated but the main items of note are: The next Parishes Liaison Meeting is about transport – bus services and the introduction of the DRT scheme. Any questions should be channelled to ALCA via the Chairman so prior notice can be given to get answers on the night.</p> <p>An EV charging points for rural areas scheme will roll out next year. The car park in the High Street is earmarked by B&amp;NES but the site will be consulted before installation.</p> <p>PCAA – The legal challenge by the Bristol Airport Action Network has been rejected but there may be a strong case under environmental law to take this to the Court of Appeal.</p>	
5375	<p><b>10. To ratify the recommendations of the staffing committee</b></p> <p>The staffing committee met on 18<sup>th</sup> January 2023 with the sole purpose of discussing the staff vacancy at the Library. It was agreed that the role had now evolved and should now be advertised as Co-ordinator of the Timsbury Community Library with the hours and pay range remaining the same.</p> <p>The text of the advert for the post had been circulated and agreed by all councillors and the closing date for applicants would be 13<sup>th</sup> February 2023 with shortlisting taking place on 15<sup>th</sup> February 2023. Interviews will take place at the Conygre Hall on the evening of 22<sup>nd</sup> February 2023.</p>	M-AA/Clerk

	<i>The meeting unanimously agreed to ratify the process and recommendations of the staffing committee.</i>	
5376	<p><b>11. Coronation of King Charles III</b></p> <p>A discussion took place regarding options for celebrating the Coronation of King Charles III on Saturday 6<sup>th</sup> May 2023. It was felt that the format of a ‘bring your own’ picnic at the Conygre Hall, as organised for the 2022 Platinum Jubilee, had been very successful. <i>It was unanimously agreed that, in principle, this arrangement was the preferred option for the Coronation with maybe a large screen in the Conygre Hall televising the live event.</i></p> <p>Cllr Collett would take this idea to the Conygre Trust and report back on their response.</p>	DC
5377	<p><b>12. Recommendations from the Finance Committee and review of current and next year annual budgets and setting of precept for 2023/24</b></p> <p>The report from the Finance Committee was reviewed by the Council and the recommendation to increase the precept to £88,000 was discussed. The Council reviewed the current and next year’s budget bearing in mind the current inflation rate and escalating costs.</p> <p>It was noted that:</p> <ul style="list-style-type: none"> <li>• the soaring price of paper would increase the publication costs of the newsletter by £2000 against last year’s budget.</li> <li>• the costs of maintaining the Conygre field would be increasing in the coming year.</li> <li>• there would need to be an uplift in budget for the repair of the play equipment and also to allow for the outcome of the annual tree inspection.</li> </ul> <p>It was observed, however, that:</p> <ul style="list-style-type: none"> <li>• costs for streetlighting would be around £2000 less than the previous year’s budget, due to the upgrading of the streetlights to LED lamps being completed and lower ongoing electricity bills.</li> <li>• the change of contractor for the maintenance of the cemetery would be £1600 lower.</li> </ul> <p>It was agreed that the provision of youth support was beneficial for the village and should not be reduced.</p> <p>There was likely to be an overspend for the current financial year which again would have to be met from reserves. It is essential that the Parish Council maintains adequate reserves to meet its legal and financial obligations and so the precept would need to be set to ensure this whilst also providing the finance to provide and support services in the parish.</p> <p><i>Following due consideration of the issues the Parish Council unanimously agreed to set the precept for 2023/24 to £88,000.</i></p>	Clerk
5378	<p><b>13. Finance</b></p> <ul style="list-style-type: none"> <li>• Expenditure since the last meeting was circulated to members and will be shown on the Parish Council finance pages on <a href="http://www.timsbury.org.uk/parishcouncil">www.timsbury.org.uk/parishcouncil</a></li> <li>• It was agreed that the next meeting of the Finance Committee would be held on Monday 18<sup>th</sup> September 2023.</li> </ul>	Clerk

5379	<p><b>14. Correspondence</b></p> <ul style="list-style-type: none"> <li>• B&amp;NES letter to WECA regarding changes to the bus services – circulated to councillors.</li> <li>• B&amp;NES council notification confirming that the Local Plan Partial Update was adopted on 19<sup>th</sup> January 2023 and is available for inspection at <a href="https://beta.bathnes.gov.uk/local-planning-policy-and-guidance">https://beta.bathnes.gov.uk/local-planning-policy-and-guidance</a>.</li> <li>• B&amp;NES letter reminding electors of the need to show photo ID when voting in person at polling stations in the May elections. Information on this will be placed in the newsletter and on the village website.</li> </ul>	Clerk
5380	<p><b>15. Matters of interest and information</b></p> <ul style="list-style-type: none"> <li>• Young People’s working group meeting 28<sup>th</sup> Feb 2023, 7.30pm</li> <li>• Somer Valley Forum 7 March 2023, 6pm – held remotely</li> <li>• PCAA meeting 30<sup>th</sup> March 2023, 7.30pm, Felton Village Hall</li> <li>• Local Government elections 4<sup>th</sup> May 2023 (photo ID required if voting in person)</li> <li>• Coronation of King Charles III ‘bring your own picnic’ Conygre Hall 6<sup>th</sup> May 2023 (tbc)</li> <li>• Conygre Hall 50<sup>th</sup> Anniversary celebration 10<sup>th</sup> June 2023 (Football tournament 11<sup>th</sup> June)</li> </ul>	

There being no further business the Chairman closed the meeting at 10.10 pm

Approved and signed as a correct record of the meeting:

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

**The next meeting will be on  
Monday 6<sup>th</sup> March 2023 at 7.30 pm in the Myra Hayward Room,  
Conygre Hall, North Road**

For further information see: [timsbury.org.uk/parishcouncil](https://timsbury.org.uk/parishcouncil)