

CAMELEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council

held at 7.30pm on Wednesday 10th May 2017, St Barnabas Church, Temple Cloud
www.templecloud.org.uk | Facebook: Cameley Parish Council

PRESENT: J Cockerham, T Hemmings, A Hooper (Chairman), J Sebright, J Swift, T Turner, and A Worthington.

ALSO IN ATTENDANCE: J Howell (Clerk) and nine members of the public.

21/17-18 ELECTION OF CHAIRMAN

RESOLVED: That Cllr Hooper was elected Chairman for this municipal year and signed a declaration of acceptance of that office.

22/17-18 ELECTION OF VICE CHAIRMAN

RESOLVED: That Cllr Musins was elected as Vice Chairman for this municipal year in her absence. The declaration of acceptance of that office will be signed at the next Parish Council Meeting.

23/17-18 APOLOGIES FOR ABSENCE & WELCOME

Apologies were received and accepted from D Morris, M Musins and District Councillor Tim Warren.

24/17-18 POLLUTION MONITOR

Cathryn Brown, Team Manager for Licencing and Environmental Protection, Aled Williams, Environmental Protection Team Manager and Dr Nicola Courthold, Senior Public Protection Officer were welcomed to the meeting from B&NES Council. BANES confirmed that their survey was carried out as a direct result of the current PC's request for this to be done. A presentation was made on the data obtained from pollution monitors and further action B&NES Council will be taking. Reports provided by B&NES Council will be published on the Parish Council website. Key findings included that locations within Temple Cloud exceed the Government's annual mean objectives for Nitrogen Dioxide. B&NES Council will declare an Air Quality Management Area for Temple Cloud. A Public Consultation will be run and an Air Quality Action Plan published. Further information will be published on the Parish Council website.

25/17-18 PUBLIC PARTICIPATION SESSION

Members of the public were welcomed to the meeting. Concerns were raised by two residents around residents at Chardyke and Meadway extending property boundaries by moving fencing. This has been raised by one resident with B&NES Council Planning Officer Martin Almond who is currently investigating. It was agreed that the Clerk will liaise with B&NES Council Planning Team to ensure these matters are progressed.

Three residents, two of whom are members of the Temple Cloud Village Hall Project Committee raised concerns over the Village Hall. The Parish Council provided assurance that those currently using the Village Hall would be able to continue to do so when the Parish Council manage the Village Hall and celebrations for the WI's 100 year celebrations would not be affected. The Parish Council have previously released a public statement detailing the intention to manage the Village Hall, this can be found on the Parish Council website.

26/17-18 DECLARATION OF INTEREST

There were none.

27/17-18 CONFIRMATION OF MINUTES

That the minutes of the 2016 Annual Parish Meeting and the minutes of the Parish Council Meeting held on 12th April 2017 were approved and signed by the Chairman.

28/17-18 AGREEMENT OF WORKING PARTIES AND APPOINTMENT OF MEMBERS

The Chairman provided a report on working parties and proposed a number of changes.

RESOLVED:

That the structure outlined in the report was adopted. Each working party will have a Chairman and Terms of Reference. Working parties will bring recommendations to full meetings of the Parish Council for consideration.

Membership of Working Parties was approved as follows:

Working Party	Timescales	Membership
Finance	Ongoing	Cllrs Sebright, Turner, Worthington, Swift & Hemmings
Technical Issues	Ongoing	Cllrs Hemmings, Sebright and Worthington
HR	Ongoing	Cllrs Musins, Swift and Morris
Planning, Highways & Licencing	Ongoing	Cllrs Hooper, Musins, Morris, Turner & Cockerham
Play Area	Project completion	Cllrs Musins, Cockerham, Turner and Morris

- 29/17-19 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES & PARTNERSHIP GROUPS
The Parish Council were reminded of the meetings Councillors can benefit from attending.
- 30/17-18 TEMPLE INN LANE
Prior to the meeting a report on parking at Temple Inn Lane was circulated. Councillors were asked to consider a request from a resident for the Parish Council to apply to B&NES Council for parking restrictions at Temple Inn Lane.
RESOLVED:
That the Parish Council will review any requirement to request parking restrictions once the current contractors have left the site.
- 31/17-18 CLERKS REPORT
The Clerk's Report had previously been circulated. The Clerk raised an inspection of a nest below the noticeboard on Temple Inn Lane had been undertaken and invoice received for a total of £84.00. The nest contains white tail bees which are protected and may number up to 200 bees.
- 32/17-18 TRACTOR SHED
The Parish Council requested B&NES Council undertake a building inspection of the tractor shed and a report has been received. A section of the corrugated metal roof has been removed and the building is insecure.
RESOLVED:
That the Clerk will obtain costs to demolish and clear the site and report back.
- 33/17-18 AMMENDMENT TO STANDING ORDERS
RESOLVED: That the Parish Council note an amendment to Standing Order 2.6.
- 34/17-18 FOOTBALL PITCH AND AGREEMENT
The Parish Council noted that despite sending a letter asking for the Football Agreement to be signed and returned by 30th April, no agreement has been received. The Football Agreement was originally sent in December 2016. A Councillor raised that it was sensible to ensure a booking is secured prior to making any commitment to spend money on the pavilion or safety net.
RESOLVED:
I. That the padlocks to the pavilion would be changed.
II. That the Clerk would discuss hire of the Football Pitch and pavilion with Chilcompton United and invite expression of interest to use the pitch through the Somerset Football Association.
- 35/17-18 PLANNING
RESOLVED:
That the Parish Council make no comment in relation to the following Planning Applications:
I. 17/01675/FUL for 6 Molly Close – Provision of two dormer windows to front elevation.
II. 17/02083/FUL for Cameley Mill Barn Cameley Road - Erection of a two storey extension.
- 36/17-18 INTERNAL AUDIT & ANNUAL RETURN
The Parish Council noted the recommendation made by internal auditor Tim Light
RESOLVED:
I. That the Parish Council return to the receipts and payments method of accounting.
II. That the Parish Council will consider the Annual Return including Annual Governance Statement and Annual Accounting Statement at the June Parish Council meeting.
- 37/17-18 FINANCE

The Parish Council were asked to consider the invoice sent from TCVHP for maintenance of Cameley Playing Field from April – October 16 for £157. The Clerk asked for SLCC membership to be deferred until the June meeting.

RESOLVED :

I. That as the Parish Council were not responsible for the administration of Cameley Playing Field at this time, the Parish Council reject payment of this invoice.

II. That the months payments were approved and cheques authorised. This included the additional payment of £84.00 for Bristol Pest Control Limited to investigate the nest at Temple Inn Lane.

III. That the bank statement and reconciliation were noted.

Item	Notes	Net	Vat	Total
Wages	Total	£1,221.94		£1,221.94
Village Operative Expense Claim	Work Boots	£16.00		£16.00
SLCC Enterprises	CPD CiLCA 4 day course (50%)	£125.00	£25.00	£150.00
LightATouch (P)	Invoice for Feb 17 - March 17	£60.83		£60.83
Came and Company	Insurance Renewal	£1,670.32		£1,670.32
Primrose Garden Maintenance Ltd	Grass cutting	£102.00	£20.40	£122.40
Temple Cloud In Bloom	Grant application	£1,000.00		£1,000.00
Curo	Garage	£40.88	£8.18	£49.05
Bristol Water	Regular payment	£5.00		£5.00
EDF Energy	Regular payment	£24.00		£24.00
Bristol Pest Control Ltd	Inspection of nest	£70.00	£14.00	£84.00
Total		£4,335.97	£67.58	£4,403.54

38/17-18 CRIME UPDATE

There has been a spate of ASB at the Primary School with teenagers breaking into the sports shed. Parishioners are advised to take photographs and send to Beat Manager Stuart Peard or PCSO Kate Greenslade and report to the Police on 101. A further burglary was reported within the Village. Residents are reminded to keep valuables out of sight and properties locked and secure. The theft of trailers has been reported in surrounding villages. Residents are asked to record licence plates of vehicles seen in suspicious circumstances and report to the Police.

39/17-18 CORRESPONDANCE

The Clerk updated the Parish Council with correspondence received.

40/17-18 INFORMATION EXCHANGE

A Councillor raised that the last item on the agenda relates to a legal matter for which the Parish Council are currently obtaining legal advice.

41/17-18 DATE OF NEXT MEETING:

- The Chairman has called an Extraordinary Meeting of the Parish Council on Wednesday 17th May 2017 at 7.30pm at **St Barnabas Church**. Councillors are asked to consider the Play Area Project order.
- A regular Parish Council meeting will follow on **Wednesday 14th June 2017** at 7.30pm at St Barnabas Church.

EXCLUSION OF PRESS AND PUBLIC

RECOMMENDED: That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – disclosure of commercial interests of the council and the persons that have quoted is not in the public interest.

42/17-18 LEGAL MATTER

A confidential item was considered by the Parish Council who are currently in the process of acting on legal advice.

RESOLVED:

That the Parish Council will progress the legal matter through the appointed solicitor.

The meeting was concluded at 10:00pm.

Signed: Date: