

The following are the DRAFT minutes of an ordinary meeting of Priston Parish Council held on Monday 27th January 2014 in the Village Hall, Priston. These have not yet been approved as an accurate record of proceedings.

Councillor Pattison presided and Councillors Cross, Davies, Girdlestone, Lippiatt and Whybrow and the Parish Clerk were present. The Chairman welcomed village residents Mrs Anderson, Mr Bottle, Mrs Davies and Mr Wilkinson.

Prior to the formal business of the meeting residents expressed concern regarding the excess surface water pouring from the manhole cover, near the telephone box, which would appear to be blocked. This matter to be discussed during the meeting to enable a decision to be made on action to be taken.

1. **Apologies** received from Councillor Hopwood.
2. **Minutes of the ordinary meeting** held on 18th November 2013 having been distributed by email to Councillors, were approved as an accurate record of proceedings and the minute book signed by the Chairman.
3. **Minutes of the extra-ordinary meeting** held on 12th December to consider responses to the District Council in regard to the Placemaking Plan and also the complaint received regarding the erection of posts at Nailwell, having been distributed by email to Councillors, were approved as an accurate record of proceedings and the minute book signed by the Chairman.
4. **Minutes of the extra-ordinary meeting** held on 9th January to consider planning applications 13/05030/FUL (East Barn) and 13/05112/FUL (Parcel 5856 High Street), having been distributed by email to Councillors, were approved as an accurate record of proceedings and the minute book signed by the Chairman.
5. **Matters Arising** –
(ordinary meeting item 15(ii)) – Councillor Lippiatt to site the grit bin in Priston Lane as agreed.
Action: Councillor Lippiatt
(extraordinary meeting 12/12 item 2) - Letter had been drafted to the residents of Nailwell and was held pending awaiting follow-up and support by the District Councillor and Highways Department.
6. **Correspondence received** – (i) Chelwood Bridge Rotary Club requesting nominations for their 2014 Community Award. Two residents were suggested. The Chairman to speak with them to ascertain their willingness to be nominated.
Action: Chairman
(ii) Copy email from the District Councillor, regarding flooding on the Farmborough Lane, to a member of the Highways Department who had subsequently telephoned the Clerk to advise there were no funds available to carry out this necessary work. He requested that he be contacted at the end of the current financial year.
Action: Clerk
(iii) Midsomer Norton and Radstock Dial-a-Ride requesting grant of £35 for the year 2014-2015. To be discussed under item 8 Precept.
(iv) ALCA requesting nominations to attend the 2014 Royal Garden Party. The Chairman expressed an interest in attending. The Clerk to advise accordingly.
Action: Clerk
(v) Email from BANES advising of plans to hold a civic event on 4th August to commemorate the commencement of the First World War. Agreed no action be taken.
(vi) Letter from Sheila Petherbridge to introduce herself as the Public Rights of Way Officer was passed to Councillor Whybrow.
Correspondence written - Highways – (i) Requesting changes to directional road signs at the junction of A367 and B3115. (ii) Thanking for the two new culverts at the lower end of the bridge but pointing out that the opening in the wall adjacent to Brook Cottage is considerably smaller than the original and also advising of severe flooding problems at the field gate entrance to Brook Cottage. (iii) Thanking for the excellent resurfacing of the High Street and advising of the need to reinstate some white lining. (v) **Posts at Nailwell** - Draft letter to the resident had been prepared but not sent. See item 5 above. **Action – Councillor Veale**
(vi) As requested at previous meeting, letter to BANES' Transport Officer to support retention of Tuesday and Thursday morning bus services.
7. **Financial Report** - The report distributed by email to Councillors, and published on the Priston Website, was read to the Council. Cheques written since the previous meeting were noted: Clerk's salary for three months October to December inclusive plus reimbursement of expenses to a total of £536.79; GreenThumb for treatment of Village Green £15.50, donation to Village Hall £75, donation to The Link £50, supply of water to trough and fountain £19.55 and copy of Local Councils Explained £40. The current balance at the bank was £3,928.55 including £275.74 in the defibrillator account.
Following brief discussion it was agreed the Chairman speak with Mr Robin Anderson to ascertain if he would be able to act as Internal Auditor to the Parish Council for the current financial year. **Action: Chairman**

8. **Precept for the year 2014/2015** – As in previous years the Clerk prepared a projected budget for the year 2014/2015 copies of which were distributed to Councillors for consideration. Noted an estimated end of year balance a little in excess of £3,000 plus £275.74 in the Defibrillator account. After lengthy discussion it was agreed to include an amount of £650 to cover training in the use of the defibrillator and also £500 to cover the cost of preparing a Design Statement for the parish. At this point the Clerk was requested to leave the meeting while her salary was discussed. It was unanimously agreed her salary be increased to £3,000 per annum with effect from 1st April 2014 and to request a precept of £5,500. The Clerk to complete the necessary documentation. **Action: Clerk**
In reply to an enquiry from Mr Wilkinson regarding payment for future training it was agreed the Parish Council would settle the balance of the invoice when the defibrillator funds have been utilised.
9. **Community Fast Broadband** – In the absence of Councillor Hopwood it was noted that a public meeting was to be held on 8th March (following the Saturday café) at which a representative of Wansdyke Telecom would give a presentation.
The Chairman advised he had been in contact with a member of Dunkerton Parish Council who, it would appear, had received conflicting information from BANES and BT and that he had been in email contact with both these in an effort to establish the true situation.
10. **Design Statement** – Councillor Davies gave a very interesting presentation to show what is involved in compiling a Design Statement for the parish and displaying examples of documents submitted to BANES by other local parishes. This to be discussed fully at a later meeting.
Agreed Councillor Davies forward his paper and two of the presentations from other parishes to enable all Councillors to study the documents thoroughly. **Action: Councillor Davies**
11. **Arrangements for Annual Parish Meeting** to be held on Monday 24th March immediately following the Ordinary Parish Council Meeting – It was unanimously agreed to request Mr Ellis Lippiatt to speak on farming in the parish. Publicity to be arranged by Chairman and Clerk. **Action: Chairman and Clerk**
12. **Defibrillator** – The report received from Mr Wilkinson was distributed electronically, a copy placed on file and also published on the Priston Website. Noted the AED and telephone kiosk continue to be checked weekly and that it was hoped to hold refresher courses in April and May 2014.
13. **Footpaths and Bridleways** – Councillor Whybrow advised he had nothing to report to this meeting.
14. **Roads and Highways** – The report received from Councillor Girdlestone had been distributed electronically, a copy placed on file and also published on the Priston Website. Noted the response received regarding a mandatory 20mph speed limit and the Clerk requested to contact the Highways Department to arrange for inclusion on the register of interested parishes. **Action: Clerk**
The Chairman referred to the concerns raised prior to the commencement of the meeting regarding water flowing from the inspection cover adjacent to the Manor gateway, it was agreed that photographs be taken, when there is next excess water in this area, to be forwarded to the Highways Department. **Action: Chairman**
Councillor Lippiatt reported on a deep pothole on the Farmborough Lane which had recently caused him to damage a tyre. The Clerk was requested to report this to the Highways Department. **Action: Clerk**
15. **Priston Website** – The report submitted by Mr Bottle, advising of updates since the previous meeting, had been distributed by email to Councillors and published on the website, was accepted and a copy placed on file.
16. **Planning applications:**
The Watermill, Priston Mill Lane – Internal and external alterations for the conversion of Priston Mill and stables into overnight accommodation for use in conjunction with existing wedding function – Noted receipt of consent from Planning Services.
East Barn, Priston – Reinstatement of the original dwelling for use as a studio ancillary to main dwelling to include the restoration of the existing structure. Noted receipt of consent from Planning Services.
Parcel 5856, High Street, Priston – Erection of dwelling with garage, drive and landscaping (revised proposal) – To note response sent to Planning Services. Noted concerns of residents regarding the condition of this plot. Agreed the Chairman take photographs to be forwarded to the landowner. **Action: Chairman**
17. **Meetings to be held outside the parish** –
BANES' Group ALCA, Saltford Hall – 29 January - Councillor Davies and Clerk to attend.
Parish Forum, Radstock Police Station – 10 February – The Chairman and Clerk to attend
Parishes Liaison, venue tba – 19 February – Councillor Cross to attend.
Parish Cluster Group, Memorial Hall Hinton Charterhouse – 11 March – Cllr Davies and Clerk to attend.

18. **Date of next Meeting:** Monday 24th March commencing 7.00pm followed immediately by the Annual Parish Meeting.
19. **Any Other Business :** Councillor Cross reported that the name sign for Priston Lane was falling over. The Clerk to contact the Highways Department to request reinstatement. **Action: Clerk**

There being no further matters for discussion the Chairman declared the meeting closed thanking Councillors and residents for their attendance and participation.