

# BAWDRIP PARISH COUNCIL

The Annual Meeting of Bawdrup Parish Council was held in the Parish Hall, Eastside Lane, Bawdrup, on Tuesday, 19<sup>th</sup> May 2015 at 7.30 pm.

**Present: Parish Councillors:** Mr R Williams (Chairman for Minutes 1 and 2), Mr R Culverhouse (Chairman from Minute 3 onwards), Mr P Clarke, Mrs S Greaves and Mr D Rayner. **Ward County Councillor** Mr D Hall; **Ward District Councillor** Mr D Alder; Clerk, Graham Jarvis together with eight members of the public.

**1. Welcome to New Members.**

The Chairman welcomed Mr Pete Clarke and Mr Don Rayner to their first meeting as Parish Councillors. The Clerk confirmed that all Members had signed their Acceptance of Declaration of Office forms.

**2. Appointment of Chairman for the Municipal Year 2015/16.**

Mr R Culverhouse: Proposed by Mr Williams, Seconded by Mr Rayner. There being no other valid nominations – Mr Culverhouse was duly elected unanimously and signed the appropriate declaration. Upon taking the Chairmanship Mr Culverhouse paid tribute to Mr Williams who had served as Chairman of the Parish Council since October 2004.

**3. Appointment of Vice Chairman for the Municipal Year 2015/16.**

Mr R Williams: Proposed by Mr Rayner, Seconded by Mr Culverhouse. There being no other valid nominations – Mr Williams was duly elected unanimously and signed the appropriate declaration.

**4. Apologies for Absence and Disclosures of Interest.**

An apology for absence was received from Ward District Councillor Liz Perry and for late arrival from Ward County Councillor Mr D Hall. Councillor Alder disclosed that as a Member of the District Council's Development Committee he was unable to comment on any planning related matters.

**5. Minutes**

The minutes of the Parish Council Meeting held on 5<sup>th</sup> May 2015 were presented. After the insertion of "that there was public access and that" before "no" on the third line of Minute 149 c, the minutes were confirmed as a correct record and signed.

**6. Matters Arising**

**145 a – Withdraw of Mobile Library Service** – Mrs Greaves mentioned that a resident who used the service had made alternative arrangement through a charity.

**7. Planning Matters**

a) **New Application** - None

**Decisions notified by Planning Authority** - None

c) **Other Planning Matters**

i) **04/14/00012 (Knowle Hall)**

Further to Minute 110 a i - 3<sup>rd</sup> February 2015; the Clerk reported that the application was still under consideration by SDC. Mr

Mullen, the applicant's architect who had attended the January Parish Council meeting, had been contact and provided an update. There was now no intention to seek approval to fell any trees that were subject to a Preservation Order and there would be a watching brief for archaeological remains during the construction period. Subject to planning consent it was expected that work would be completed in April 2016. The applicants were keen to engage with local schools even though the students from China were from an older age group. It was agreed that the Clerk would provide contact details of the local village schools to Mr Mullin.

- ii) **04/15/00006 (Extension – 98 Bath Road)**  
Pursuant of Minute 133 a iii – 7<sup>th</sup> April 2015; the Clerk reported that the matter would be considered by the Development Committee of SDC on 26<sup>th</sup> May. The Case Officer was recommending refusal – a view contrary to that of the Parish Council. Agreed that the Chairman would attend if he was able to do so and speak on behalf of the Parish Council.

**8. District Councillor's Report**

Mr Alder reported that following the elections the first meeting of the new District Council was due to be held the following day and answered questions.

*(Mr Hall arrived during the above item and Mr Alder left the meeting after giving his report).*

**9. County Councillor's Report**

Mr Hall gave a comprehensive review of the events and changes in the past 12 months including recent election of a new Chairman and some changes in Portfolio Holders. *(For more details on the review refer to the Minutes of the Annual Parish Meeting).*

**10. Financial Matters**

**a) The following payment was approved:**

M G Stamp – concrete base - £396.00 Cheque No. 483.  
*(Funded for Health and Wellbeing Grant)*

**b) Accounting Records for year ended 31<sup>st</sup> March 2015.**

**i) Report from Internal Auditor**

The Clerk read a letter from the Council's Internal Auditor stating that following the Internal Audit there was nothing that needed to be brought to the attention of the Council. According the he had "signed-off" the appropriate section in the Annual Return.

**ii) Financial Statement**

The Council considered the documents prepared the Clerk. These were approved unanimously and signed by the Chairman.

**iii) External Audit Return: Section 2 Annual Governance Statement.**

Members had received copies with the agenda - agreed that replies to Questions 1 to 8 be "Yes" and "Not Applicable" to Question 9.

**11. Roads and Footpaths**

**a) Greenfield Lane**

Pursuant to Minute 149 a – 5<sup>th</sup> May; the Vice Chairman stated that he was unaware of any further developments.

**b) Possible Provision of Bus Stops – Woolavington Hill**

Further to Minute 149 b – 5<sup>th</sup> May; Mr Williams mentioned that he had sent a further reminder to SCC, a reply was awaited.

**c) Water Leak**

Further to Minute 149 d – 5<sup>th</sup> May 2015; the Vice Chairman reported that samples taken by WWA had shown that the escaping water classified as “mains” as opposed to “spring”. The source of the leak was still being investigated.

**d) Bus Shelter Bradney Lane/Bath Road**

The Clerk mentioned that the windows of the Council owned Bus Shelter were in need of a clean. It was agreed that the Clerk would approach a contractor who had undertaken similar work for another Parish Council.

**e) Footpath BW 2/10**

Mr Williams reported that a resident had been in contact regarding a section of the footpath which due to encroachment by a replanted hedge was now only about two feet wide, there was also a broken stile. The matter had been reported to SCC for investigation.

**12. Correspondence**

The Clerk reported that as usual following Parish Council elections, SALC had arranged a series of presentations “Being a Good Councillor – The Essentials.” There was agreement that four Members would attend the event at Edington Village Hall on 23<sup>rd</sup> June; with the Chairman attending at Brent Knoll Parish Hall on 29<sup>th</sup> July.

**13. Topics for Future Meetings.**

- a) Upkeep of Railway Bridge
- b) General Village Upkeep
- c) Future Training
- d) Future administrative arrangements for Council owned land

**14. Date and time of next meeting – Tuesday, 2<sup>nd</sup> June 2015 at 7.30 pm.**

Meeting Closed at 9.00 pm.

Chairman