



Chew Stoke Parish Council

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Minutes of the Parish Council Meeting held on Thursday 11th May 2023 at 7.45 pm in The Village Hall, Chew Stoke.

Present: Cllrs Steven Read (Chair), Carol Dyer (Vice-chair), Nicola Ainger, Nick Baker, Ali Cunningham, James Edgerton and Steve Hicks.

Ward Councillor not present

Clerk: Sarah-Jane Streatfeild-James

Minutes: 2023/05

1. **Apologies:** none
2. **Public participation** – Two members of the public attended to listen to the discussion on the planning application.
3. **Declarations of interest** – none.
4. **To accept the minutes of the meeting held on April 6th 2023**, unanimously agreed. A copy was given to the Chair to sign and returned to the Clerk.
5. **Ward Councillors report:** not present
6. **Planning Applications:**
 - i) **Application Reference:** [23/01171/FUL](#)
Application Address: Lakeside Barn, Stoke Hill, Chew Stoke, Bristol, BS40 8XJ
Proposal: Extension of roof and erection of dormer windows at Lakeside Barn. *This application follows a previous application that permitted the conversion of the garage to a 1 bedroom property. At the time the parish council were very specific that this development should be tied to the main house, being keen to support multi-generational and assisted living in the parish. The previous application was permitted by B&NES with no tie being necessary.*
This application is now for a 3 bedroom property that could stand alone, it is in a sensitive area, being within the greenbelt and an AONB. It was also noted that there is no pedestrian access from this location to the village. CSPC would like B&NES to consider this carefully, and only permit it with a tie to the main house owned by the applicants. In doing so it would still meet the needs of the applicants in providing

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life-long accommodation for their son and his carers. CSPC resolved unanimously to OBJECT unless B&NES agree to a tie to the main house. Advised that CSPC should ask the Ward Councillor to call in the application if B&NES not in agreement.

7. Matters requiring a decision:

- i) Approval of the Internal Audit report for 2022-23 – the clerk circulated copies of the completed Internal Audit report for the year ended 31.03.23.
Resolved that the Internal Audit report for 2022-23 was noted and a signed Internal Audit Report received.
- ii) Approval of the Annual Governance Statement 2022-23
Resolved that the Annual Governance Statement 2022-23 be approved, and duly signed by the Chair and Clerk.
- iii) To review and approve the Accounting Statements 2022-23
Resolved that the Accounting Statements 2022-23 be approved, and duly signed by the Clerk and Chair.
- iv) A ‘Conflict of Interest Form’ was duly completed for the new External Auditors BDO, noting there are no conflicts of interest. Clerk to send to BDO with audit documents.
- v) The period for the Exercise of Public Rights be set for 12th June 2023 to 21st July 2023.
- vi) Agreed to accept the insurance quote from Hiscox via Gallagher brokers for year 2 of a 3 year agreement.
- vii) Road safety in the village - Cllr Hicks is meeting with the PCSO’s on Wednesday to discuss the commencement of the Community Speedwatch in the village. As the volunteers have been unable to make the times proposed for training, Cllr Hicks will undertake this following the meeting. Parking on pavements and speeding continue to be dangerous and a hazard in the village, Clerk to contact the Beat Officer again to discuss, and invite again to a parish council meeting. Clerk to research benefits of yellow lines and enforcement, and whether this is an option, in particular for Bristol Road .
- viii) To adopt the Data Breach procedure – already adopted in earlier meeting.

8. Finance:

- i) To note standing orders:
 SJ Streatfeild-James - clerks salary (April) overpayment of £35.50 to be refunded to CSPC.
 Hugo King – ground maintenance salary (April)
- ii) The financial year end Statement of Accounts 22-23 was shared and signed by the Clerk.
- iii) To note receipt of the annual footpath maintenance grant of £816.23 on 20.4.23.
- iv) The following online payments were agreed:

Date	Item	Payee	Net	VAT	Total
31.03.23	HP Ink (printing)	SJ Streatfeild-James	£4.17	£0.83	£5.00
4.4.23	Website support	JacksonBone	£60.00	£12.00	£72.00

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4.4.23	Hall hire (Jan-March)	Village Hall			£75.00
4.4.23	Annual payroll fee	Diane Malley			£120.00
4.4.23	Annual ALCA subscription	ALCA			£249.17
10.4.23	Email provider (Zoho)	SJ Streatfeild-James			£144.00
24.4.23	Refreshments for Annual Parish Meeting	SJ Streatfeild-James			£48.28
4.5.23	Annual domain registration	JacksonBone	£17.50	£3.50	£21.00

9. **Matters of report:**

- i) Update on the shop rental – no further news about the opening of the shop. The Community Shop Venture Group posted on Facebook to say that in light of the news that a tenant has been found, they would be scaling back any attempt to rent the shop. They thanked the community for its support whilst looking at the feasibility of running a community shop, and wished the new tenants all the best with the new venture. They will also pass on information gained from surveys etc to the new tenants.
- ii) Update on Rectory Field – the field has just been mown for the second time this summer, the first cut had to be undertaken using a tractor and toppler due to the long length of the grass following a lengthy period of rain. This left some tractor tyre marks on the ground, but the use of a tractor was a one-off and this issue should not happen again. The field will be mown regularly over the summer whilst leaving some no mow areas, paths will be mown through these in the same way as last summer.
- iii) Update on the Recreational Trail – Cllr Baker has been pressing B&NES and Bristol Water to take responsibility for the flooding issues at the Woodford Lane/ Trail junction, but no action has been taken. The trail is due to be managed soon by a charity, Cllr Baker to discuss these ongoing issues with the charities Chair, Chris Head. To also discuss the issue of dog waste being left on the paths, and the need for bins.
- iv) Update on the change to bus services in the area – the Demand Responsive Transport (DRT) service has been operating in the area for about 6 weeks now, with mixed experiences. All comments are being shared in a Facebook group and fed back to WECA. Still awaiting posters and fliers from WECA to publicise within the community.
- v) Westaway Fields – the bonfire event held for the Coronation was attended by approx. 200 people and was a great success. Next plans for the fields include setting up a page on the village website with a QR code for visitors to scan for more information whilst visiting the fields. Also plan to enable members of the public to dedicate one of the newly planted trees, to discuss further and add as a motion at the next meeting. Plan to allow small discreet plaques to be placed by the trees. Clerk to consider any payment for ‘buying’ a tree.

Meeting closed at 8.55pm

Next meeting Thursday 1st June 2023 at 7.30pm in the Village Hall

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