

Bath & North East Somerset Area Group of the Avon Local Councils Association
Meeting held on Wednesday 18th September 2019
Corston Village Hall
Wells Road, CORSTON, BA2 9AZ

In Attendance:

ALCA Chief Officer	Deborah White	Peasedown St John PC	Kathy Thomas
Batheaston PC	Sarah Orme	Saltford PC	Lottie Smith Collins
Batheaston PC	James Jeffery	Saltford PC	Duncan Hounsell
Compton Dando PC	Dawn Drury	Shoscombe PC	Fiona Crockett
Corston PC	John Bravin	Stanton Drew PC	Julie Bragg
Corston PC	John Twist	Stanton Drew PC	Liz Richardson
Dunkerton & Tunley PC	Martin Robinson	Timsbury PC	Josie Pownall
Englishcombe PC	Robert Law	Ubley PC	Hilary Collins
Midsomer Norton TC	J Baker	West Harptree PC	Richard Ireland
Midsomer Norton TC	Richard Robertson	Whitchurch PC	Sue Dyer
Peasedown St John PC	Tanya West		

1. Welcome and to record any **apologies** for absence

Cllr Dawn Drury introduced herself as the newly elected chair and thanked the members for nominating. Dawn invited Cllr John Twist to address the meeting. John was pleased to welcome the members to Corston and for holding the meeting in the recently refurbished Village Hall.

Apologies were received from:

Camerton PC	Kathryn Manchee	Freshford PC	John Adler
Compton Martin PC	Janie Griffiths	Keynsham TC	Cheryl Scott
Dunkerton & Tunley PC	Kathryn Manchee	Midsomer Norton TC	Lynda Robertson
Dunkerton & Tunley PC	David Orme	Paulton PC	Hannah Howson
Englishcombe PC	Kathryn Manchee	Shoscombe PC	Jean Fossaceco

2. To APPROVE the notes of the meeting held on Wednesday 29th May 2019 meeting as a correct record.

The notes were approved and signed by the chair.

3. Receive nominations and appoint a Vice Chairman - Kathy Thomas was appointed

4. Receive nominations and appoint a member to the Standards Board. – Kathy Thomas was appointed

5. Updates:

Cotswold AONB

There was no report

Mendip AONB

Deborah White had passed on a request from Jim Hardcastle, Manager, Mendip Hills AONB Unit, regarding replacing the representative for Bath and North East Somerset parishes who had resigned.

It was agreed that Kathy should email the parishes with a request to submit a name for the vacancy. Those interested are encouraged to check the Mendip AONB web site.

JLAF

Joint Local Access Forum, Kathy Thomas is a member but does not represent the group however many of the issues that are discussed are relevant to the parishes. Recent topics have been: Livestock on PROW, National Coastal Path – (Aust to Brean Down), Rural Bus Network, Metro Bus (Bristol), Promoted walking routes and the walking around Chew Valley Lake

Bath Heritage Site Steering Group

Robert advised the meeting of the work of the steering group. He talked about the conflicting aims of a tourism and a world heritage site. As an example attaching signs to buildings are good for tourism but does not meet the criteria of World Heritage Site.

B&NES Parish Charter update

The group meet regularly and set the agenda for the parish liaison meetings. Dawn reported that Martin Robinson is no longer a member of the group so there is an opportunity for another councillor to attend the meetings.

Parish Liaison

Parishes are encouraged to submit questions for the meetings

Report from the Executive Committee of ALCA, there was not a report

6. Chair's Report - please see attached notes

- B&NES Clerk's Forum and networking event 6 monthly. To be launched for feedback in December at a Clerk's networking social with mince pies, teas and coffees
- Review of the B&NES Survey of Parish Councils
- Community Empowerment funding update
- Rural Transport update
- Unregulated Air B & B and Holiday lets being used as party houses – How to deal with through enforcement.
- Road works and diversion route problems – Emergency Police contact number for issues such as the replacement of temporary traffic light batteries. Highways contact for collection in of signage once roadworks have been completed.
- Bristol airport expansion application update – B&NES response.
- Grass cutting and verges – B&NES are investigating selling verge land to residents.
- Climate Change Emergency – Consultants working with consultations for the best way for B&NES to manage this in the future. In the future there will be a Citizens Assembly on Climate Change to discuss the right way forward.
- Cesspit regulations changing in January 2020 – how to be compliant.
- Future event B&NES meet the team e.g. B&NES Planning officers

7. Report from Deborah White on ALCA training

Deborah reported that she had been very busy delivering training for new councillors. A number of councils have taken up the option "To Train at Your Place" where the trainer attends the council's premises which is less expensive than councillors attending courses at other locations. Training courses are listed on the ALCA web site. A recent session - Cyber Crime Briefing – had been well received and further sessions can be arranged if required by councils. Among other issues the management of email addresses was addressed.

8. To consider attendance at the ALCA AGM – Saturday 5th October

The date the AGM was confirmed as 1030 at Flax Bourton Village Hall.

9. To DECIDE on the priorities for the agenda of the next Parishes Liaison Meeting

The agenda will be agreed at the meeting with B&NES

10. To CONFIRM dates for future B&NES Area Group and Parish Liaison Meetings

The dates will be published as soon as the dates for Parish Liaison Meetings are agreed

<u>Dates for future Area Group meetings</u>	<u>Dates for future Parish Liaison meetings</u>
TBA	Wednesday 30 th October 2019

11. To SUGGEST future speakers, workshops or training requests for Area Group meetings

Member councillors and clerks are encouraged to put forward ideas for speakers and training.

Kathy Thomas - ALCA Area Meeting Organiser
kathythomas3@btinternet.com Mobile 07918713240

12. Any other business

The meeting was informed that the Inspectors Report on the Joint Spatial Plan has been published and questions the reasoning behind the plan

13. Date of Next Meeting – TBA

Chairs Notes -

B&NES Parish Charter and Parish Liaison meetings update

The revised Parish Charter was adopted in May 2018, with a request to review progress of it annually. A report was taken to B&NES Council in May 2019 with a progress report. This was also sent to parishes. The Parish Charter-Liaison Group continues to meet regularly to discuss any issues relating to the Charter and to set the Agendas for Parish Liaison meetings. The group meets 4 times a year for about 2 hours during the day meetings held either at the Hollies, Midsomer Norton or the Guildhall. The next meeting on 19th September. Also, at this meeting we will be discussing an update of the Terms of Reference for Parish Liaison and the B&NES Survey of Parish Councils. Several members of the B&NES ALCA group, including myself are happy to take along suggestions of agenda items and will ensure that matters that are important to our parishes are discussed, noted and actioned, where need be. Martin Robinson has unfortunately had to give up his position on this group, so there is a place if anyone is interested. You can either express your interest at the end of this meeting or email me – ddrurypc2015@gmail.com.

B&NES Clerk's Forum and networking event 6 monthly & Future event B&NES meet the team e.g. B&NES Planning officers

This is the result of the Peer Review meetings and a request from Clerks for more support from B&NES. The B&NES Clerks Forum (an online forum similar to SLCC's) is to be launched for feedback in December. There will be mince pies, teas and coffees and the opportunity of an informal time to network with other Parish/Town Clerks.

This will not be a B&NES Council meeting but rather a partnership to aid positive working relationships between the Clerks themselves, as well as between B&NES Council, its officers and the parishes in its district. B&NES Council need B&NES ALCA Groups agreement that this is something the Clerks do want and need?

Date and Time and Place TBA.

Meet Team – Planning Officers

Also, raised at the Peer Review meetings was a request from Clerks' to meet the B&NES officers from various departments. B&NES Council are thinking that this is something they could arrange as part of the Clerk's networking event. The Planning Team have yet to be contacted but this will be done in due course, so that they either attend a future networking event or a separate informal gathering will be arranged.

Review of the B&NES Survey of Parish Councils

This was last undertaken in 2015 so it would be timely to hold it again. The original purpose was to assist B&NES in working effectively with parishes by asking for practical information. (e.g. – ensuring contact information is correct or making sure that B&NES Council know not to send reams of leaflets to clerks that work from home and have no suitable community venues in their parish in which to display them). B&NES are keen to work in partnership on the preparation of the survey and if B&NES ALCA has suggestions, questions, or

themes they should be exploring, we should let B&NES know. Any questions for inclusion in the survey can be fed to Kathy Thomas or myself for passing on to B&NES.

Community Empowerment funding update

The new administration of the Council has expressed a wish to reintroduce a Ward Councillors Initiative Fund to spend in local communities as an alternative to the Community Empowerment Fund. B&NES are in the process of finalising paperwork and appropriate sign off for this. In the parished area of the district, Councillors will be encouraged to work with their local parishes on how the funds should be spent. As soon as the scheme is finalised, all parishes will be notified but if they have an idea for a project, they are free to contact their Ward Councillor/s to discuss. Parishes are also reminded that the Council produces a monthly Funding Journal which is always available on its website and contains details of national and local funding opportunities as well as information on training and relevant events. It can be found on the Funding Journal B&NES webpage in the bottom right hand corner and is updated/posted close to the start of each month. www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/community-grants-and-funding/funding-bulletinsbpage

Rural Transport update

David Orme spoke at the last Parish Liaison updating on the recent work of the Rural Transport Working Group who have made some good first steps. Other parishes that have concerns with rural transport will be joining the Rural Transport working Party.

Unregulated Air B & B and Holiday lets being used as party houses – How to deal with through enforcement.

Template form available from me or Richard Stott B&NES Enforcement Team.

Road works and diversion route problems

The Police do not deal with temporary traffic light issues but there should be a contact number on the actual traffic lights (although B&NES Council appreciate this may not always be the case). In respect of this and uncollected signage, the organisation responsible should be notified, if it is clear who they are. B&NES Council have added some information to the Parish Toolkit. Here are some useful contact numbers/emails

B&NES Council 01225 394041 or email councilconnect@bathnes.gov.uk
Bristol Water – 0345 792 3797
Wessex Water – 0345 600 4600
Truespeed – 01225 300 370 or email ultrafast@truespeed.com
Gigaclear – 01865 591137

The Council does have emergency out of hours contact numbers which can be accessed either by calling Council Connect and choosing option 9 or calling 01225 477477. An emergency is ‘a sudden, unexpected or impending situation that may cause injury, loss of life or damage to property that requires immediate attention and remedial action. The Council has a statutory obligation to provide access to certain Council services in cases of emergency, regardless of opening times.’

Bristol airport expansion application update – B&NES response.

B&NES is one of the Local Authorities that has declared a climate emergency and will work towards becoming carbon neutral by 2030. The Council has also objected to the Bristol Airport expansion on environmental grounds.

Climate Change Emergency

A report is going to Council in October to look at Climate Emergency – this will include reference to actions that can be taken at local level and what individuals might do. The Council

has also created a page on its website so that progress can be followed. It also contains helpful advice on how organisations and individuals can assist.

B&NES Council are also planning to have discussions about how communities can work together to address Climate Emergency at the November/December Forum meetings. The Forum meetings provide a useful geographic focus for a range of projects and in the case of Climate Emergency, we can discuss activity which is appropriate to the areas as well as looking at existing initiatives, sharing best practice etc.

Jane Wildblood, Corporate & Community Sustainability Manager, has also agreed to come back to a future Parish Liaison meeting – potentially in early 2020.

This is an important topic and will continue to feature at engagement meetings but if parishes have questions, or require support, the Council's Sustainability team would be happy to advise.

Grass cutting and verges

Cllr Paul Crossley – Cabinet Member for Community Services –

Cllr Crossley outlined his areas of responsibility which cover mainly non-statutory services. He acknowledged that a reduction in the Council's grass cutting schemes has caused issues in parished areas. However, consideration has to be given to both cost saving and environmental/wildlife concerns. He is currently working with the Council's Parks and Open Spaces team on plans for the forthcoming year and acknowledged that there are some areas where grass needs to be cut.

B&NES are investigating selling verge land to residents

Cesspit regulations changing in January 2020 – how to be compliant.

There is a very good Quick and Easy Guide to off Mains Drainage Regulations produced by The UK Drainage Professionals (UKDP) - What property owners need to know. This is a very helpful pictorial guide.

Li11nk to guide - <https://www.ukdpsolutions.co.uk/download/quick-guide>