

## **SWAINSWICK PARISH COUNCIL**

### **Minutes of the meeting of Swainswick Parish Council held at Mr J Miles home "The Close" in Swainswick on Monday 9<sup>th</sup> April 2018 at 7.30pm**

**Present:** Cllrs Mr J Miles (Chairman): Mr G Davies (Vice Chairman): Mrs E Charrington: Mr R Shackell: Mr I Roberts: Mr T Stuckes: Mr M Veale (B&NES ward Councillor) (part): Mr R Clist (Clerk)

- 1. Apologies:** A. Millar (B&NES ward Councillor)
- 2. Minutes of previous meeting held 12<sup>th</sup> February 2018.**  
The meeting approved the minutes and they were signed as a true record by the Chairman.
- 3. Matters arising**  
There were no matters arising.
- 4. Planning**  
**New**  
**Ref: 18/01221/FUL:** Shepherds Hay Tadwick Lane Swainswick Bath  
Erection of single storey rear extension and conversion of detached store.  
Swainswick PC -No objections  
**Ref: 18/01018/FUL:** Swainswick Primary School Innox Lane Swainswick Bath Bath  
And North East Somerset BA1 8DB  
Description of Proposal: Erection of bicycle shelter. Swainswick PC – No objections.

### **Previous Applications**

- Ref: 17/05084/FUL:** Gillan Cottage Blacksmith Lane Swainswick. Provision of an off-road parking bay.  
Swainswick PC objections and observations submitted. B&NES Decision – Permit.  
**Ref: 18/00397/CLEU:** Treetops Gloucester Road Swainswick Bath. - Use as ancillary residential garden use (Certificate of Lawfulness for an Existing Use)  
Swainswick PC Observations submitted. B&NES Decision – Pending

### **Other Planning Matters**

#### **Four Winds Farm**

J Miles and R Shackell raised the issue of building activity at Four Winds Farm. Over 20 years ago an agricultural barn was destroyed by fire leaving just a metal framework. A replacement building was now rapidly being erected that is significantly larger than the original and did not appear to be for agricultural purposes. The site is apparently being used by Bath & West Skips with many skips being sited at the location. It is not clear whether any permanent dumping of material is occurring but I Roberts stated that the activities could rapidly escalate and urgent action was needed to stop this. J Miles thought that any dumping would require a legitimate

authorisation. Enforcement have already been notified and an officer, Martin Almond, had visited the site on the 5<sup>th</sup> April. Full details of his findings are not yet available although he had reported that Planning and Change of Use applications would be necessary. M Veal was concerned about these works and said that the Swainswick Council should write formally to Bob Goodman and Tim Warren at B&NES as a matter of urgency.

It was agreed that J Miles, as Chairman, would action this.

### **Beech House**

E Charrington reported that, following the major works at this house, attention was likely to be directed to the garden and agricultural area. In 2009 and in 2014 this Council requested enforcement action as the curtilage of the garden area was being extended into the agricultural land. The clerk was asked to raise the issue again with B&NES. Full details and photographs will be provided.

## **5. Notice Board – Replacement**

The clerk informed the council that Stuart Feasey had given a quotation of £680 for making and installing an exact replacement of the existing one. It is planned that installation will be in early May. The framework is complete and the toughened glass panels have been ordered.

## **6. B&NES relate topics**

### **A46/Gloucester Road & Related Traffic Issues**

In September 2017 the council had formally written to Kelvin Packer (B&NES) about the road markings the A4/Gloucester Road junction and other related traffic problems. He was invited to the Bathavon North Forum meeting held on the 14<sup>th</sup> March 2018. The outcome was disappointing as his focus was on explaining how efforts would be made to reduce pollution on these routes with the possible introduction of chargeable zones around the area. In theory these zones could reduce traffic volumes but the whole policy seems questionable and did not tackle the documented problems.

## **7. Data Protection – Revised Act**

The clerk had recently circulated a substantial document on this topic and had updated members on its impact. There was pressure on Council's to 'employ' a Data Protection Officer (DPO) and there was, nationally, widespread debate on the viability of this for many Councils. The clerk reported that as far as Swainswick PC was concerned this was not viable financially or indeed necessary considering the level of personal information held and the security in place for data/emails on the Council's systems. The latest update on this may see the Government amend the revised bill to drop the requirement for the formalised post of DPO.

## **8. Finance**

### **(a) Approval of Year End Accounts**

The year end statement of accounts was circulated by the clerk and approved.

### **(b) Audit 2017/2018**

The audit procedures have changed for Councils with income/turnover of less than £25k. A Certificate of Exemption needs approval in such cases which is then sent to the external auditors. The standard audit documentation still needs to be completed and approved by 'internal audit'.

The Certificate of Exemption was authorised together with the Annual Governance Statement.

- (c) Payments for approval.

The following items were authorised:

ALCA Subscription - £50.96: B&NES Room Rental - £75.00

B&NES Notice Board Rental - £1.00

**9. School Governors**

R Shackell reported that preparation work for the replacement school buildings was now underway.

**10. Correspondence**

All relevant material previously circulated.

**11. Any Other Business**

A brief discussion over regarding the replacement for the Reverend Joyce Williams, who has now left the parish. An ordained priest from Woolley might be a possibility but no detail is yet available. The future of the vicarage was also considered which will be linked to the outcome of the personnel changes.

**12. Date of Next Meeting**

**Monday 11<sup>th</sup> June – Swainswick School**

**Note: Meeting to include Annual Meeting - Therefore Start Time is 7.00pm**

The dates for the following meetings are:

TBA

**Meeting closed at 9.00pm**