



## Minutes of the Meeting of the Council held on 21st November 2016

**Present** Chris Drew (Chairman), Jim Gillett, Lauren McCann, John Hobson, Jackie Jeffery, James Bell and Borough Councillor Hobbs

**Apologies for Absence** Paul Mundy, John Davies and Fiona Mowlem

**6713/16 Open Forum** – There was one resident present to discuss the appeal lodged for a new dwelling next to 111 Old Bath Road. The resident, who lives next to the site, cannot see that anything has fundamentally changed in the developer's supporting documents from the original application that was rejected. Council agreed to re-enforce its objections if necessary. The Chair thanked the resident who left at 8.40pm after the planning discussions.

**6714/16 Declarations of Interest** – There were no declarations of interest.

**6715/16 Minutes of the Meeting held on 17th October 2016** - The minutes were approved by Council.

**6716/16 PLANNING** (ref 203)

**a) New Applications for Information and Comment**

162747 Application for the proposed single storey front extension to 22 Cheviot Drive – no Parish Council comment

161754 Application for the proposed erection of two storey side extension and first floor rear extension to 1, Milestone Crescent – the clerk was asked to comment as follows:

*Charvil Parish Council would like to object to this application as follows:*

*Council feels that the side extension will create a terracing effect once the dwelling given planning permission next to the existing dwelling is built. Added to this, both the side and rear extensions will produce an unacceptable massing effect on the site once the second house is built.*

*Council objected to the original application for a separate dwelling because of the parking issues, and by enlarging the existing dwelling, it feels the two parking spaces will be inadequate. As it is, with only one dwelling and a smaller home on this site, there is already a great deal of on road parking on a bend and junction, which is a hazard, particularly given that this is a national cycle route.*

162920 Application for the proposed erection of a detached double garage to side and conversion of existing garage to create habitable accommodation at 1, Park Lane – no Parish Council comment

163095 Application for the retention of 2no existing A/C condensers (A&B) and the proposed relocation of 2no existing condensers (C&D) part retrospective at 36, Park View Drive South – no Parish Council comment

163141 Application for the proposed erection of a first-floor extension at 12 Quantock Close – no Parish Council comment

**b) Planning Applications Approved** – the following approvals were noted

161331 Application for the proposed single storey rear extension to form conservatory at Barn Acre Cottage, Loddon Drive

161453 Application for proposed erection of 1 x detached dwelling with associated amenity space and parking at 1, Park View Drive South (amendment to previous consent 152833)

161718 Application for the proposed erection of a single storey rear extension to dwelling and single storey side extension to detached garage at 7, Simmons Field

162395 Application for advertisement consent for the proposed erection of various illuminated and non-illuminated signs to replace existing signage at petrol filling station at Co-Op, Charvil Service Station, New Bath Road

162503 Application for a certificate of lawfulness for the proposed erection of flat roof dormer to rear elevation and 2no roof lights to front elevation plus conversion of loft space to habitable accommodation at 6, Farmers End

162562 Application for the proposed erection of a rear dormer extension plus conversion of loft space to habitable accommodation including insertion of roof light windows at 123 East Park Farm Drive

162928 Application for a non-material amendment to planning consent 152392 to seek to allow the substitution of the approved ground floor kitchen recess with ground floor projection to match the building line of the approved first floor extension at 57 Old Bath Road

**c) Appeal** – the following appeals were noted

143292 Proposed erection of 25 Dwellings with associated roads, garages, parking spaces, gardens and landscaped areas on Land West of Park Lane

160849 Application for the proposed erection of one new dwelling following demolition of existing garage on land adjacent to 111, Old Bath Road - The clerk would consider adding extra comments if necessary

**d) Local Plan Update** – Council agreed that it needed to take part in the Local Plan assessment. The clerk and chair of planning would write responses to each site as necessary, citing lack of infrastructure, lack of public transport, loss of amenity, pollution, an inadequate road system and a potential cost to local business due to congestion. Council also asked the clerk to contact neighbouring parishes to see whether they would like to adopt a joint approach, because major development in other villages would also impact on Charvil residents.

**There being no further Planning business the Planning Meeting was closed.**

**FINANCE**

**6717/16 Finance Reports** – It was resolved that the financial reports be approved, which they were unanimously. The clerk was asked to check insurance as it appeared underspent  
*Clerk's note: this was due to an error in the report – insurance has been fully paid*

**6718/16 Authorisation of Payments** – It was resolved that the Council should approve all outstanding payments including £558.31 to NIC Services Group Ltd and £736.47 to ISS Facility Services Ltd.

**6719/16 To note the Village Hall and Pavilion Budgets to be taken forward to the Finance Committee meeting** – These were noted

**6720/16 To consider the best way of dealing with business rates now that the Parish Council will be liable for full payment from next September** – it was agreed to appeal against the present valuation as inaccurate, and because there is precedent in the Borough for open access pitches not to be liable to rates. It was also agreed to apply for Business Rates relief under Section 47. It was also suggested that in the long term there could be one main charitable user, who could then claim charitable relief.

- 6721/16 **To consider the development of the parish plan to inform any further capital spending by the parish council within the village** – It was agreed that it is important to get a view from the village before committing to major capital spending. Cllr Bell will draw up a draft of a village plan, to be developed and taken to the Annual Parish Meeting next May.
- 6722/16 **To finalise the financial documents for publication on the website, regarding the amount of reserves the Council should hold** – It was agreed that Council should hold between £40 and £80k in line with other Councils of similar size. The clerk was also asked to add a line to allow for reserves to rise higher than this if the pavilion venture is successful, as there may be a need to spend considerable amounts improving the building and other parts of the site.
- 6723/16 **To consider the possibility of closer collaboration with the Piggott School on the East Park Farm site** – Cllr Bell has spoken informally with the head of the Piggott School about the possibility of using the sports facility at East Park Farm. Council is happy for Cllr Bell to keep this dialogue going informally.

**There being no further Finance business the Finance Meeting was closed.**

## **REPORTS**

- 6724/16 **Amenities Committee**- The Minutes of a meeting on 7th November were noted. It was noted that a final agreement with the tennis club needs to be reached as a matter of urgency. Cllr Gillett was to circulate his ideas again and a date would be arranged. The club would be invoiced for its summer usage. *Clerks note: it was subsequently agreed to meet before the next amenities meeting*
- 6725/16 **Staffing Committee** – It was noted that the next meeting is scheduled for Monday 28th November.
- 6726/16 **Report from the Borough Councillor**  
Borough Councillor Hobbs explained that she is pursuing the idea of traffic lights to regulate the traffic at the railway bridge on Park Lane/Waingels Road junction. She was asked to pursue the possibility of a new zebra crossing near the school. She reported street lighting upgrade will reach Charvil in January. She left at 9.55pm. The Chair stated that he was very pleased Borough Cllr Hobbs had been able to attend and her time was appreciated.
- 6727/16 **To consider draft dates for 2017 meetings** – These dates were finalised
- 6728/16 **To decide on a date for the Finance Committee for January 2017** – it was agreed to meet on Monday 9th January at 7pm
- 6729/16 **To consider the draft policy for Freedom of Information requests and the updated Notice for requests** – This was approved
- 6730/16 **To review the Social Media Policy** – This was approved subject to some minor changes made by Cllr Gillett
- 6731/16 **To review the code of conduct** This was approved
- 6732/16 **To consider running a defibrillator training session for hall users** – It was agreed to offer this to any interested councillors and users, and to find a suitable date. This will be free of charge
- 6733/16 **To consider how best to extend the vegetable plot lease** – This was deferred

**There being no further business the open meeting closed at 10pm**

**Chairman's Signature .....**