

**PARISH OF ABBOTS LEIGH - NOTICE OF MEETING**  
**Abbots Leigh Parish Council**  
**Held at Abbots Leigh Village Hall on Monday 10<sup>th</sup> October 2022 at 7.30pm**

**MINUTES**

**Present:** Cllrs Talbot-Ponsonby, Walker, Butler, Narracott, Stewart & J Smart (Clerk)  
**Apologies:** Ward Cllr Davies

Public Participation

Mr Bob Durie was present.

1. Declarations of Interest in items on the agenda

STP & JP declared an interest in Item 4 - Other Planning Matters (Proposed Allotments), as both were neighbours of the field where the proposed allotments would be sited.

2. Previous meetings held on Monday 5<sup>th</sup> September 2022

The minutes of the meeting held on Monday 5<sup>th</sup> September 2022, previously circulated, were signed as a true record.

3. Matters arising

None.

4. Planning

**Applications:-**

<b>22/P/0266/FUL</b>	<b>Land to the South of Round Hill Clump Manor Road</b>	Retention of agricultural building. Removal of non-agricultural fixtures and fittings. <i>No comments.</i>
<b>22/P/2030/FUL</b>	<b>Clifton College Sports Club Abbots Leigh Road BS8 3QD</b>	Demolition of existing indoor sports "dome" and replacement with new indoor sports hall and associated toilets and changing facilities. <i>Disappointed that the PC suggestion of improving entrance/exit had not been considered, as there was a problem with users of the facility unable to see cyclists on the cycle path. Recommend part removal of the walls to increase the visibility splay. STP &amp; RN to comment.</i>
<b>22/P/2120/LDE</b>	<b>Tara Manor Lane BS8 3RU</b>	Certificate of Lawfulness for the existing use of land for recreation purposes as part of the garden of the residential property. <i>No comments.</i>

**Appeals**

<b>APP/D0121/W/22/3301675 (22/P/0320/FUH)</b>	<b>Oaklea Lodge Blackmoor Road</b>	Proposed conversion of existing detached garage to a residential annex.
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**Approvals/Refusals/Withdrawn:-**

<b>22/P/1631/FUL</b>	<b>Hernhill Manor Lane BS8 3RU</b>	Removal of Condition 4 of permission 20/P/1489/FUL, to allow the use of the garage for commercial/business purposes. <b>TBC.</b> <b>STP to write letter to NSC.</b>
<b>22/P/2056/NMA</b>	<b>2 Manor Cottages Abbots Leigh Road BS8 3QG</b>	Non material amendment to application 20/P/2668/FUL. It is proposed to swap the double door to the right side of the elevation and have a window on the left side within the existing window and externally insulate the property. <b>Approved.</b>
<b>22/P/1532/FUH</b>	<b>Acres Holt Valley Road Leigh Woods, BS8 3PZ</b>	Erection of greenhouse. <b>TBC.</b>
<b>22/P/1617/FUH</b>	<b>Priory Gardens Harris Lane BS8 3QX</b>	Conversion of existing attached garage to living area with wheelchair access, and erection of a new detached garage. <b>TBC.</b>
<b>22/P/1157/FUH</b>	<b>43 Church Road BS8 3QU</b>	Proposed single storey extension to the existing detached garage and landscaping works. <b>TBC.</b>
<b>22/P/1699/FUH</b>	<b>4 Blackmoor Road BS8 3RQ</b>	Demolition of existing conservatory, proposed erection of a single storey rear extension, and conversion of attached garage. Enlargement of existing dormer and erection of a detached home office/outbuilding following demolition of existing. <b>TBC.</b>
<b>22/P/1761/LDP</b>	<b>19 Dennyview Road BS8 3RD</b>	Certificate of Lawful Development for the proposed erection of a single storey rear extension to existing garage less than 8m deep and matching height and width of garage. Construction of a detached gazebo to rear and adjacent to oil tank. <b>Refused.</b>

**Other Planning Matters**Proposed Allotments

STP & RN had met with the group proposing the allotments, Roots Allotments. They had advised that they considered that no planning application was required. The proposal was for 700 allotments on the 20 acre site. They had not discussed this with the Forestry England or the farmer. A pre-application had now been submitted to NSC (as traffic and car parking was subject to planning). The proposal would have a detrimental impact on the open countryside. The A369 access road was already very busy, and the entrance/exit was a single track road. DD was making enquiries, as NSC was not required to consult the PC. Check that no lighting was planned to be installed. The website was misleading. MW suggested writing to the Wills Estate (Trustees of Captain WDM Wills New Grandchildren's Settlement). MS - the field was also of heritage interest with a popular national footpath running through it. Also write to the Head of Planning of NSC. Following that the PC would notify all the neighbouring properties. **Action STP/RN/DD.**

5. Ward Councillor's Report

Ward Cllr Davies was not present.

6. Neighbourhood Plan Implementation

Nothing to report.

7. Financial

## i. Approval of Accounts for Payment – September &amp; October 2022

Approval of the Accounts for Payment for September & October 2022, previously circulated, was proposed by MW, seconded by STP. Agreed. **Action Clerk.**

- ii. Receipts & Payments to end of September 2022

The Receipts & Payments for September had been circulated. **See attached.**

Despite the Clerk submitting the Annual Return at the end of June 2022, PKF Littlejohn had been unable to complete its review by the due date of 30th September and had run out of time.

## 8. Village Matters

- i. Police Report – Crime figures for August – Leigh Court = 1 Public Order, 1 x Violence & Sexual Offences. Manor Road = 1 x Theft. Manor Lane = 1 x Public Order. Pill Road A369 = 1 x Drugs, 1 x Violence & Sexual Offences.

- ii. Village Hall - JB had met with MD today. The kitchen and bathroom were virtually complete, and there was just cosmetic work to finish. Just waiting for the wood burner to be installed. STP advised the wood burner would be installed on 20<sup>th</sup> October. Scaffolding for roof leak and flue installation would be erected on 19<sup>th</sup> October. The wood burner would be certified as not needing ventilation. MD would move in by the end of October. The public meeting to discuss the refurbishment would be held on Wednesday 26<sup>th</sup> October. MW would present the finances and MS would present the background. STP would talk about the new caretaker situation, and include photographs of Mick's progress of the flat refurbishment. Clerk to ask MD to send photographs. **Action Clerk.**

MS reported on the proposal for the fireproof cabinet for the village archives. The PC would purchase the cabinet, the Heritage Group would then reimburse the PC. The cost was approx. £731.00. There may be an event/coffee morning when it is installed and invite members of the village who may have something to include. **Action MS/Clerk.**

- iii. Former Skittle Alley - A rent increase was due on 2<sup>nd</sup> March 2023. Contact Nick King (James agent.) Review any improvements or requirements or prior to increase. The Indexed Rent for a Review Date would be determined by multiplying the Base Rent by the index value of the Consumer Price Index (CPI) for the month that falls two months before the month in which that Review Date falls, then dividing the product by the index value of the CPI for the Base CPI Month. **Action MW/Clerk.**

STP reported that more noise complaints had been received, and the fire door was regularly propped open. These should be reported to James as and when they happen. **Action All.**

- iv. Traffic Issues & Footpaths - MW had submitted a response on behalf of the PC to the NSC consultation on footpaths. Most access issues had been solved by the installation of kissing gates, rather than stiles. Progress footpath link between Pill & Abbots Leigh. STP had chased up red route signs with NSC, but no response had yet been received.

MS stated that the updated traffic survey would be discussed at the meeting in November. **Action Clerk (agenda.)**

- v. Verges - The Clerk reported that David Smith would be cutting the verges at the end of this week, or early next week.
- vi. Playing Fields & Events - The Clerk would be applying for the Temporary Event Notice for the Bonfire Night Party on 5<sup>th</sup> November. MS would be the lead in attendance. Clerk to write to the Civic Society to request they put on the event and provide the RAMS. **Action Clerk.**

STP reported that the order had been placed for the new play equipment. The new benches had been installed. Kevin had been asked to remove the overgrowth from the wall of the playing field (and also the verge on the right hand side of the small lane to the left of the church).

- vii. Community Infrastructure Levy - Move this to a separate Item (7) in future. Clerk to identify separate account for any CIL and expenditure. **Action Clerk.**
- viii. Abbots Pool - STP was proposing to install a handrail, but the person who owns the wall had refused. He had written to NSC to ascertain who owns the wall. Proposing that this would be paid for from the CIL fund. The cost would be approx. £700-£800. £350 from PC and £350 from the Civic Society.
- ix. Civic Society - Nothing further to report.

9. Communications

STP reported that the new person who produced The Link was not reminding people to give their content. This had been noted as the content was deficient last month.

Following the death of the Queen, the PC had raised the Union Flag, put a statement on the website, and book of condolence was available at the Church.

Paul Whitehouse would be looking for someone to take over the webmaster role. STP suggested there should also be an assistant. Peter Gibbons had helped to post about the death of the Queen whilst Paul had been away and would be willing to help in the future in an emergency situation.

Due to an error in the employment contract, the Clerk had not been received any holiday pay since starting in 2015. MW reported that the monthly amount of pay would increase by 12% to rectify this. This should have been rectified some time ago, so this would be back dated to 1<sup>st</sup> April 2020. STP proposed, MS seconded. Agreed.

10. Clerk's Report

Leigh Court had emailed to advise a wedding was being held on Saturday 15<sup>th</sup> October. There would be a low level firework show running from 9.15pm for 7 minutes, weather permitting. Clerk to ask Paul Whitehouse to put on the website. Natasha Shinner of Leigh Court had already put notice of this event on the WhatsApp Group.



EXPENDITURE													
Date	Chq No	Paid to	Description	General	Village	E, H &	Playing	Special		Conting.	S137	Total	VAT
				Admin	Hall	Transport	Field	Grants					
1-Sep	DD	North Somerset Council	Refuse Collection		17.05							17.05	
7-Sep	DD	Google	Website	24.84								24.84	
27-Sep	DD	Everflow	VH Water Services		27.50							27.50	
28-Sep	DD	EDF Energy	VH Electricity		191.00							191.00	
15-Sep	DD	Avon Wildlife Trust	Membership	60.00								60.00	
20-Sep	BAC S	Glasdon	2 x New Benches				1,774.75					1,478.96	295.79
20-Sep	BAC S	Howdens Joinery	VH Flat - Kitchen		335.12							279.27	55.85
20-Sep	BAC S	Viking Direct	Village Hall Supplies		50.54							42.12	8.42
20-Sep	BAC S	K&E Property Maintenance	Bin Emptying & Grass Cutting				154.00					154.00	
20-Sep	BAC S	Tiles Direct (J Smart)	VH Flat - Tiles		212.89							177.41	35.48
20-Sep	BAC S	M Dillon	Salary		210.00							210.00	
20-Sep	BAC S	J Smart	Salary & Expenses	636.72								636.72	
20-Sep	BAC S	HMRC	PAYE	364.40								364.40	
30-Sep	DD	Unity Trust Bank	Service Charge	18.00								18.00	
		Totals		1,103.96	1,044.10	0.00	1,928.75	0.00	0.00	0.00	0.00	3,681.27	395.54
		Actual B/F		7,101.15	19,135.37	2,442.59	1,655.00	0.00	0.00	0.00	0.00	28,856.98	1,477.13



