

# CAMELEY PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held at**  
7.00pm on Wednesday 14<sup>th</sup> March 2018, Temple Cloud Village Hall  
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COUNCILLORS PRESENT: Cllrs T Hemmings, T Hooper (Chairman), R Jenkins, J Swift, T Turner and A Worthington.

ALSO IN ATTENDANCE: J Howell (Clerk) and three members of the public.

230/17-18 APOLOGIES FOR ABSENCE AND WELCOME

Apologies were received from Cllrs J Cockerham, M Musins (Vice Chairman), J Sebright, and accepted.

231/17-18 DECLARATIONS OF INTEREST

Cllr Hemmings advised that he may have a declaration of interest in agenda item 12 vi. and 13 iii. (telephone solution for the Clerk) but members agreed Cllr Hemmings should provide background to this item due to his expertise.

232/17-18 PUBLIC PARTICIPATION SESSION

A resident reported an increase in dog fouling at Ham Close, Temple Inn Lane, Cameley Playing Field and elsewhere in the village. Residents are reminded to take photographic evidence and contact the dog warden at BANES Council. Members discussed that this was a difficult issue to tackle and considered options. The Clerk will liaise with the dog warden and ask for advice around effective actions the parish could take. The Clerk will also raise with other Clerks locally to identify initiatives and projects that have tackled dog fouling.

233/17-18 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the meeting of the Parish Council Meeting dated 14<sup>th</sup> February 2018 were confirmed as a correct record and signed by the Chairman.

234/17-18 CHAIRMAN'S REPORT

The Chairman provided a summary of the headlines from four meetings attended within the last month which included the Chew Valley Forum, Parishes Liaison Meeting, Parish Sweeper Working Group and the Planning Policy Briefing.

The Chairman reminded residents of the BANES Council consultation on the proposed Air Quality Management Area (AQMA) for Temple Cloud which runs until Friday 23<sup>rd</sup> March 2018.

235/17-18 GENERAL POWER OF COMPETENCE

Members considered the report prepared by the Clerk.

RESOLVED

That from 14<sup>th</sup> March 2018, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

*The council confirmed at the time the resolution was passed, that eligibility criteria relating to the electoral mandate and qualification of the Clerk were met.*

236/17-18 PLANNING

Members considered recommendations from the Planning Working Group in relation to two Planning Applications.

RESOLVED

- i. The Parish Council do not object to Planning Application 18/00115/FUL (revised detail), Site Location: Stoneacre Bungalow, Stowey Road. Description of Proposal: Erection of single storey side extension.

- ii. The Parish Council do not object to Planning Application 18/00813/FUL, Site Location: South Barn, Cameley Road. Description of Proposal: Retention of detached stable (Approved application ref No. 97/02220/FUL, renewed by application ref. No.02/00921/REN).

Updates provided by the Chairman in relation to the Parish and Town Council Information Session on Joint Spatial Plan (JSP) BANES Local Plan and HELAA (attended by the Chairman and Vice Chairman on 6<sup>th</sup> March 2018) were noted. The Chairman urged everyone to become acquainted with the West of England Joint Planning website including the Joint Spatial Plan and Joint Transport Study.

237/17-18 PARISH SWEEPER SCHEME

Members noted the update provided by the Chairman in relation to the Sweeper Scheme Working Group meeting (attended by the Chairman and the Clerk on 5<sup>th</sup> March 2018). BANES Council Officers have confirmed that whilst funding is in place for 2018/19, there will be no funding for the Parish Sweeper Scheme in 2019/20. The council will consider the implications of the withdrawal of BANES Council funding for the 2019/20 financial year and discuss the range of options available at the April 2018 Parish Council Meeting.

238/17-18 GENERAL DATA PROTECTION REGULATIONS

Discussion took place on General Data Protection Regulations (GDPR) which comes into force on 25<sup>th</sup> May 2018 including the requirement to appoint a data protection officer (DPO). Members were informed of the NALC guidance that the Clerk cannot perform the role of the DPO. The Clerk advised the council that a SLCC webinar on GDPR is scheduled and a draft policy underway.

RESOLVED

That subject to the Clerks approval and checks around insurance, to appoint 'Local Council Public Advisory Service' to undertake the role of DPO at a cost of £150 per annum.

239/17-18 CLERKS REPORT- There were no questions arising from the report.

240/17-18 SIGN RATIONALISATION PROJECT

The purchase of additional litter bins was deferred due to uncertainty around the funding of the Parish Sweeper Scheme and the update that BANES Council will not empty or provide additional / replacement litter bins. Members of the Council noted that the Keep Clear box has been applied on the Main Road and that the welcome signs and VAS are on order.

241/17-18 FINANCE

The Parish Council discussed telephone arrangements for the Clerk. The Clerk suggested a Pay as You Go mobile phone would be a simple and inexpensive option to separate work related and personal phone calls. The Parish Council noted the report on tax on salaries from payroll provider Deadline Accounting.

RESOLVED: That -

- i. The schedule of payments for March 2018 was approved and cheques authorised for signature. Total payments for the month - £2,724.90.
- ii. The bank reconciliation was accepted.
- iii. The earmarked reserves for 2018/19 were agreed as recommended in the report supplied by the Clerk.
- iv. The Parish Council appoint existing contractor Primrose Garden Maintenance for the 2018/19 grass cutting contract at a cost of £51 per cut based on 16 cuts per year from end of March 2018 – October 2018.
  - i. A budget of up to £100 be set for a pay as you go mobile phone (to include the first £10 top up).
  - ii. The Parish Council approve and sign the online banking form to enable the Clerk to be set up with telephone and online banking access in order to view statements and make payments.

242/17-18 VILLAGE HALL

Discussion took place around anti-social behaviour at the Village Hall and methods of engagement with young people and parents. This included consideration of setting up a Youth Council. Members noted an update by the Clerk in relation to Village Hall Administration for the first quarter. Contact and response times were also discussed. The Clerk provided a summary of Village Hall use, bookings and income.

A Cllr provided a summary of tasks required for the Village Hall Clean Up afternoon which is planned to rejuvenate the Temple Cloud Village Hall. This event will take place during the afternoon of Saturday 28<sup>th</sup> April 2018. The Clerk will circulate a spreadsheet of tasks for members to volunteer. The Clerk will

invite residents to help with the Clean Up event. The Clerk will progress quotes for the power cleaning and painting tasks. Hire charges were also reviewed.

The Chairman provided an update on the Canadian pine flooring. Quotes for the Village Hall signage were reviewed. The Clerk will engage with local sign writers and ask for quotes to supply new artwork for the existing sign structure with gold writing on a green surround. Other urgent matters considered including issues arising from contractor parking.

RESOLVED: That -

- i. The hire charges remain the same for 2018/19.
- ii. The rate for Monday Club will be honoured for a further 12 months on the condition that further discussion takes place if a conflicting booking request arises.

243/17-18 CAMELEY PLAYING FIELD

Members were informed of the Temple Cloud Football Club intention to play for the 2018/19 season.  
RESOLVED

That the rates are held at £30 per game to include a weekly training session. Invoicing will be in advance for 10 games. A Cllr was appointed to discuss arrangements with the Football Club.

244/17-18 CORRESPONDENCE

Correspondence received was noted. The Clerk will respond.

245/17-18 INFORMATION EXCHANGE

The Chairman announced that he did not intend to stand for consideration as Chairman at the Annual Meeting of the Parish Council in May having enjoyed ten years on the Parish Council but added that he would wish to remain a Parish Councillor until the May 2019 election.

246/17-18 DATE OF NEXT MEETING

The Annual Parish Meeting will be held at **6.30pm on Wednesday 11<sup>th</sup> April 2018 at Temple Cloud Village Hall**. This will be followed by the April Parish Council Meeting at **7.00pm**.

247/17-18 EXCLUSION OF PRESS AND PUBLIC.

RESOLVED

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider HR matters.

248/17-18 HR MATTERS

RESOLVED: That -

- i. The Parish Council approve one incremental increase as a result of having achieved CiLCA (as set out in the Clerks contract).
- ii. The Parish Council approved one further incremental salary increase from 1<sup>st</sup> April 2018
- iii. The Parish Council supports the Clerks additional employment at Hinton Blewett.

There being no further business, the Chair closed the meeting at 9.00pm.

Minutes are available on the Parish Council Website: [www.templecloud.org.uk](http://www.templecloud.org.uk)