

Draft until signed

**Minutes of Battsiford Parish Council Meeting
Tuesday 4th September 2018 at 7.00pm, Battsiford Village Hall, Straight Road, Battsiford**

Present: C Knock (CK) (Chairman), B Rhodes (BR) (Vice-Chairman), C Skinner (CS) (Councillor), S Zethraeus (SZ) (Councillor), P Aspinall (PA) (Councillor), C Nicholas (CN) (Councillor)

Attending: S Meech (SM) (Clerk), J Budd (JB) (Public), A Howard (AH) (History Group), 5 members of the public

1. Apologies for absence

N Cleaver (NC)

2. Declarations of Interest

SZ declared an interest in Item 7 a) i) Planning for Battsiford Hall Barns – DOI book signed and dated

3. Public forum

AH introduced herself as 1 of 4 members of Battsiford History Group, a group developed following the parish plan. They are approaching Battsiford Parish Council (BPC) for support to commemorate not just residents of Battsiford whom were killed in the war but also those who returned. The history group are hoping for support to purchase commemorative Perspex silhouettes that can be displayed mainly in church, there is hopefully grant funding for the silhouettes it is hoped BPC are able to support the application. The history group are also hoping for a donation from BPC to produce a leaflet of an exhibition carried out in 2014 ready for another exhibition on 10th and 11th November 2018. BPC agreed that they are happy to provide support if they can. **Action** – E/mail Jane Pope of History Group for clarification as to whether a donation or support of a grant application or both is required from BPC.

4. Minutes of meeting held on Tuesday 3rd July & Tuesday 31st July 2018

Minutes of meeting held on Tuesday 3rd July 2018 were signed as a true and accurate copy of the meeting. Amendments were made by the chairman to the minutes of Tuesday 31st July 2018 and signed and dated by CK. 3 grammatical errors were corrected, point 3 '.....Gibbons Farm does not have a direct water supply and it comes from the neighbours' was amended to '.....Gibbons Farm does not have a direct water supply and is *shared with* the neighbours. Also Point 4 a) i) on Page 2 amendment '.....drainage has not yet been considered fully and that was a reason Mr Bates and Mr Last were in attendance to see if the application has any support at all before spending' was amended to '..... drainage has not yet been considered fully and Mr Bates and Mr Last were in attendance to see if the application has any support at all before *initiating* spending'.

5. Matters arising from minutes

No matters arising from minutes.

6. County Councillor/District Councillor/Parish Chairman Reports

There were no reports for the meeting. CK announced that sadly Cllr A Whybrow has passed away, her and Cllr D Whybrow have provided great support to the parish and local community. Nick Gowley has currently taken on Cllr A Whybrow's role, however, an election will take place.

7. Planning

a) Applications received for consideration

i) DC/18/03788 – Battsiford Hall Barns, Church Road – Listed building consent. Works to curtilage listed barns to facilitate change of use and conversion to 5 dwellings

All councillors advise that they had viewed this application online through MSDC. Members of the public were in attendance for this specific item. Clerk had received an objection letter from a neighbour before the meeting and circulated this to all

councillors. Unfortunately, the letter originally went to the previous clerk due to an error on the internet, clerk will investigate this.

The first concern that the public raised was that the barns referred to in this planning application are not actually listed and they could also not be classified as permitted development as they are not in use, effectively they are new builds. Secondly concerns were raised relating to biodiversity and the loss of habitats in open countryside. Many access and traffic safety issues were raised including the fact that no cover has been put in place for the dangerous entrance to the site via a farm track. Traffic in this area is already an issue due to a lack of public roads and blind single-track bends. Also, there is no bus service in this part of Battsford so a car would most definitely be required by all dwellings which is highlighted by 17 parking spaces being allocated to this development.

The final point raised was in relation of the development of the cart lodges, it was advised that these will greatly intrude on the private space and amenity of neighbouring properties. Residents feel that the current cart lodges are in the poorest condition of all the barns on the site without foundations in place and will have to be built as new builds as they are not salvageable. It is also felt that the designs are inappropriate as the proposals for the semi-detached bungalows completely change the current appearance of the barns.

Another member of the public also raised their concerns over traffic/speeding on bendy country roads, access to the development and concerns that a precedence will be set for a lovely rural spot in the village with many wild birds in the area including buzzards, kestrels, owls and woodpeckers. Fears were also highlighted over the oversubscribed systems in the village for broadband, phones and electricity and how flooding in that part of the village would be exacerbated with septic tanks and no mains drainage.

English heritage has also been contacted by the public with their concerns and they were uninterested, it is felt by the public it is an unsustainable site and that if planning permission is achieved then the site will be sold to developers.

SZ advised that a number of other residents on Church Road have raised concerns to her over traffic relating to the development. The public confirmed they agree speeding is a big concern and there are not enough traffic signs in place, MSDC have been contacted, however, nothing has been heard back. CK advised that BPC could raise a traffic safety issue, however, CS confirmed that we have previously attempted to raise traffic concerns with no success.

CK highlighted a concern with the plans that the Housing Needs Survey (HNS) that Battsford carried out in 2016 showed a need for smaller dwellings in Battsford. The proposal shows 3, 4- and 5-bedroom properties with a disproportionate mix of properties and actual need is for first homes and downsizing families. For sustainability of the parish smaller properties are required including bungalows and retirement homes for downsizing. CN advised also that he felt that 5 dwellings seemed a large amount for the plot and CK agreed that 5 dwellings together with 17 car parking spaces was a lot and shows the size that the houses are planning to be as most houses can function with just 2 car parking spaces.

CS proposed objection to the planning application, CN seconded and all councillors agreed. The reasons for objecting are as follows:

- Sustainability and infrastructure – Battsford have no infrastructure and very limited amenities and the development is outside of the settlement boundary.

- Access concerns/safety/traffic – the increase in traffic is dangerous with narrow roads, sharp bends and poor visibility.
- Loss of amenity – Proposed development of the cart lodge is in close proximity to a neighbouring property resulting in loss of amenity through loss of privacy, light and view with noise and light pollution also increasing.
- Listed building consent – BPC feel that referring to the barns as curtilage listed barns is not valid for a listed building consent application as it is understood that none of the farm buildings are listed in their own right.
- Overdevelopment/design – BPC felt that the design of this application creates inappropriate development for this site with five dwellings overdeveloping this one plot.
- Housing Needs Survey – BPC highlighted how the results of the housing needs survey carried out at the end of 2016 showed a need for small affordable housing and retirement properties, the application shows 5 large properties and not this type of housing.

Clerk is to submit comments to MSDC and attach objections letters received from neighbouring properties.

b) Decisions received from MSDC

- i) **DC/18/01926 – Tye Farm, Straight Road – Erection of straw barn – Granted**
- ii) **DC/18/02397 – Hollys Far, Deadman Lane – Erection of 5 dwellings – Withdrawn**

8. Finance

a) **Accounts review to date** – The current account balance as of 14th August 2018 was £16,646.84 and the savings account £2,361.39. The finance spreadsheet was circulated to all councillors prior to the meeting and no queries were raised.

b) **Payments received – None received**

c) **Payments to hand**

- i) **S Meech – Clerks Overtime and Expenses - £59.82** – Payment agreed by all councillors. Cheque Number 100965 signed and dated by CK and BR. *Local Government Act 1972 s.112.*
- ii) **N Cleaver – Women on Wheels Reimbursement – £TBA** – Cllr Cleaver was absent from the meeting so this item is to be carried forward to the next agenda in October.
- iii) **SLCC – Membership Renewal - £50.00** – This item has been split with Madingley Parish Council – Payment agreed by all councillors. Cheque Number 100966 signed and dated by CK and BR. *Local Government Act 1972 s.143.*

9. Clerk's amendment to contract re: standing order payment

Clerk's contract needs amending as it contains some errors. Clerk has provided CK and BR with a contract template from SALC so CK, BR and SM are to review the template provided to make the appropriate amendments to clerk's contract.

10. Appraisal including training and progression

An appraisal was carried out by CK with SM before the council met and it is to be reviewed when the salary increments are released around April 2019 and then another review is to take place annually in September. SM advised the council that she would like to attend some training to keep up to date and all councillors agreed for clerk to carry out training. **Action** – Clerk to forward the appraisal to the councillors.

11. Revised standing orders (August 2018)

The amendments received in August 2018 to the standing order were read out by CK and all councillors agreed for the revised standing orders to be adopted, CK signed the revised documents.

12. Boundary commission electoral arrangements

The email received from MSDC regarding this matter has been forwarded to all councillors before the meeting.

13. Bowl House Planning concerns

This issue has been raised with MSDC and they are currently carrying out investigations into this.

14. Settlement boundary review Bowl Meadow

Clerk has forwarded this request to MSDC and it is currently being dealt with by them. Item to be added to the next agenda.

15. Neighbourhood plans

CK advised that we still need to discuss with Combs Parish Council as to whether they would be interested in carrying out a neighbourhood plan with BPC.

16. CIL funding for recreational land

CK asked for this item to be added to the agenda. He advised that parishes are now considering the purchase of recreational land to develop as play areas and he asked BPC if it would be a consideration to ask land owners in parts of the village such as near Taylors Farm and Bowl Meadow to query about the purchase of land and to apply for CIL funding. JB suggested approaching the land owner of the village green as it is only leased and is thought to only have around 50 years left on the lease. If the area of land by Taylors Farm could be purchased that would also move people off the road and onto a path. **Action** – CK will approach the land owner for a discussion.

17. Combs/Battisford Fete – Village Green – Fri 5th & Sat 6th July 2019

Clerk has been approached by the Combs/Battisford Fete committee to query as to whether BPC would be happy for the fete to be held in Battisford next year on Friday 5th and Saturday 6th July 2019. All councillors agree they have no issues with this. **Action** – Clerk to reply to the fete committee.

18. Save Mill Mount Field Campaign – funds towards flyers etc – Section 137

Clerk received an email from the Save Mill Mount Field Campaign team requesting a donation towards printing costs for the campaign, email was circulated to councillors before the meeting. Clerk also contacted SALC for advice as to whether there is any power or duty the council has to make this payment. The only option provided was for a Local Government Act 1972, Section 137 payment to be made, BPC did not agree that the monies could therefore be donated for this cause. Clerk to advise campaign group as to decision.

19. Village Green/Play Area – including bin emptying

Clerk received an email from a concerned resident regarding the new litter bin installed at the play area and how it has not been emptied. The email was circulated to councillors and clerk contacted Public Realm at MSDC to arrange emptying of the bin. Councillors confirmed that the bin has not yet been emptied and confirmed its location for clerk to chase MSDC. **Action** – Clerk to chase MSDC to arrange emptying of the bin.

20. SID – submission of location forms

NC had been dealing with this item. **Action** – Clerk to chase up NC

21. Dog waste bin for Mill Road

This item was included by request of NC and although she was not attendance it was still discussed. The councillors felt that there are currently enough dog waste bins along Mill Road and complaints received regarding dog waste not being picked up are in relation to a specific resident so firstly a letter is to be sent to him and to review if the situation does not improve. **Action** – Clerk to send letter.

22. Correspondence

Circulated by email

23. Any other business for inclusion at the next meeting

- a) Settlement boundary review for Bowl Meadow
- b) CIL funding for recreational land – landowners approached

24. Date and time of next meeting – Tuesday 16th October 2018 at 7pm

Meeting closed at 9.10pm

DRAFT