

# FRESHFORD PARISH COUNCIL

## Final Minutes of the Freshford Parish Council Meeting 10<sup>th</sup> February 2025, 7.00pm, Freshford Village Memorial Hall

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**Parish Councillors Present:** John Adler (Chair), Julian Carpenter, Rob Kilgour, John Putt, Penny Williamson

**Apologies:** Elli Bate, Jennifer Clamp

**In attendance:** Kirsty Clark (Parish Clerk), Ward Cllr Fiona Gourley, Ward Cllr Matt McCabe

**Members of the Public: 4**

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102. **Declarations of Interests and Requests for Dispensations**

Cllr Adler declared conflict of interest regarding Glasshouse Planning application and would recuse himself from that agenda item. Cllr Carpenter will chair that item.

103. **103.1 Minutes of Meeting**

**Resolved:** to approve the minutes of the meeting held on 13<sup>th</sup> January 2025 as a true record.

**103.2 Review of action form the last meeting**

- Proposed new noticeboard in Pipehouse – Three quotations had been received for a new noticeboard in Pipehouse. See separate agenda item. Cllr Carpenter
- Road safety measures by the School – awaiting an update from Cllr Clamp. Cllr Clamp
- **Resolved:** Set up of Clerk new mobile phone number Clerk
- Possible re-use of matting currently on The Tynning – A resident had confirmed that it was likely that local horse stables could re-use any matting removed from The Tynning.
- Standard email addresses – Cllr Adler is revisiting this inline with renewal of the Microsoft business licence due 15<sup>th</sup> March Cllr Adler
- Quote to resolve issues – to be approved under payment agenda item
- Request for works to three trees on The Tynning – 3 quotes now received, resolution due in below agenda item Clerk
- To follow up recommendations from the cemetery memorials report, seven memorials require some work- not urgent

104. **Open forum**

Resident regarding planning application for Glasshouse attended as PC comment was postponed until February meeting. Applicant asked if council had any questions and will be picked up at agenda item.

No other public comments noted.

105. **Co-option of Councillors**

**Resolved:** Application to join the PC by Penny Williamson.

Code of Conduct and Declaration of interests emailed by Clerk 10.02.25 to be returned by Cllr Williamson.

Cllr Williamson signed the Declaration of acceptance signed during meeting.

No further interest to Co-opt at this stage. The remaining vacancies would continue to be advertised.

106. **Planning Applications**

Cllr Adler left the room, Cllr Carpenter assumed role of chair.

The Clerk had requested an extension to the consultation deadline for application 24/04699/FUL The Glasshouse, Midford Lane, BA2 7GP to enable it to be considered at the next Parish Council meeting. Feedback to planning department would be given after the February meeting.

No comments on the planning website – it was noted a neighbour had given a positive comment but that had not reached the planning website.

**Resolved:** PC made no comment on this application.

Cllr Adler re-enters and continues to Chair

107. **Tree application - TPO**

Cllr Carpenter asked the councillors to investigate who raised the TPO. Decision on comment reserved until March meeting. Clerk

108. **Planning**

Housing Needs Survey

Undertaking the HNS was approved in the last meeting and Cllr Bates has since engaged with the company to gain an example report and get this started. Cllr Bates  
Cllr Bates will contact all PC once initial meeting date has been set and this will take place over Zoom and will check the timeline for completion of the survey,

EB asked if someone could stand in and lead project in her absence. JA agreed to undertake in the meantime, if required.

109. **Highways and Transport**

A36 Road Closure

The latest situation with the A36 road closure was discussed. It was noted that: Cllr Carpenter  
Village email has gone out to advise of partial reopening of the A36 from 1<sup>st</sup> March, one lane only with traffic lights.  
Removing restrictions on Limpley Stoke and removing 7.5t limit on Abbey lane.  
Full reopening in May is expected but a date has not yet been set.  
Park Corner –signage and sand bags have been left behind. Cllr Carpenter has been in touch to organise their removal.  
National Highways have not responded to request to move the marshalling.

110. **Finance and personnel**

110.1 **Resolved:** Approval of Clerk payment (Selina Jobson)

Formal note of thanks to Selina for services which went over and beyond the expectations of the PC in the last few months. The gratitude of all members of the PC was noted. Clerk

110.2 **Resolved:** to approve the following payments:

- £529.73 Selina Jobson for administration
- £30.00 Dorothy House for Wild Waters Festival meeting (50% split with Winsley PC)
- £1004.12 Enerveo Light maintenance
- £281.93 Kirsty Clark for administration

110.3 **Resolved:** to approve the bank reconciliation, noting the following payments and receipts since the last meeting:-

- £529.73 Selina Jobson for administration
- £255.00 Alan Duck for grass mowing

- £15.00 Zonkey for domain name renewal
- £20.00 ICCM membership (pro-rata for two months)
- £260.09 HMRC (receipt)
- £20.00 RBL Poppy Appeal Wreath (receipt)
- £164.04 SSE Energy supply (Direct Debit)
- £6.00 Unity Trust – Service charge (Bank charge)

111. **Maintenance contracts**

**Resolved:** Appointment of village steward.

No objection to the increase in annual cost. The suggestion made in January meeting for a Councillor to be responsible for overseeing the works carried out.

Julian happy to take that up in interim with view a named Councillor becoming the point of contact and oversee works going forwards.

112. **Tree maintenance**

Clerk

**Resolved:** Appointment of contactor to carry out tree works – Pearns Tree Services

113. **Noticeboard**

Cllr  
Carpenter

Hinton Charterhouse Parish Council will be approached regarding sharing the cost of and usage of the proposed noticed board as part of the board would be within the Hinton boundary.

Permission has been sought from the current resident regarding positioning of the board and was granted. However, the house is now up for sale and so permission would need to be sought from the new owners.

Final decision has been deferred to the next meeting to allow for contact with Hinton and could be further delayed dependant on the house sale concerned.

114. **Renewable Energy Project**

Cllr Adler

Bath and West Community Energy drop in session was held at the Freshford Village Memorial Hall on Saturday 8 February. Cllr Adler updated that part of this project would involve BWCE undertaking a survey and they would be looking to understand who is responding to the survey and whether those responses are from residents. This piece of work will be considered further down the line and may involve some PC support.

115. **Newsletter**

Cllr Pratt

Contributors and advertisers contacted for content. Agreed an extension to contribution deadline to 28<sup>th</sup> February.

Noted to add a call for residents to fill the PC vacancies

116. **Annual Parish Meeting**

**Resolved:** Date of meeting – 21<sup>st</sup> May 2025

Clerk

117. **Clerks Report**

**Resolved:** Proposed installation of bench on Dark Lane approved

Clerk

118. **External Meetings**

Noted the 'Meet the Councillors' being held Saturday 1 March at the King William in Tunley 10.30-12.30pm and Saturday 8 March in Hinton Charterhouse 1.30-2.30pm.

Cllr Adler will send details of these meeting to residents via Mailchimp.

119 **Date of Next Meeting**

Monday 10 March 2025, 7pm, Freshford Village Memorial Hall.

Meeting ended 20:23