

COMPTON DANDO PARISH COUNCIL

(SERVING BURNETT, CHEWTON KEYNSHAM, COMPTON DANDO, QUEEN CHARLTON, & WOOLLARD (EAST))

PRESENT: D Drury (Chair), P Paget (PP), A Dawes (AD), C Willows (CW), H Maggs (HM),
B ter Haar (BT) + 1 member of the public

IN ATTENDANCE: S Smith (Clerk), A Singleton (Ward Councillor)

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 16TH JULY 2019 IN COMPTON DANDO PARISH HALL

1. **APOLOGIES FOR ABSENCE:** Councillor TB
2. **NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA:**
Ward Councillor AS has an interest in the Chewton Keynsham Church planning application.
3. **QUESTIONS ON NOTICE BY MEMBERS**
None
4. **MINUTES OF THE PREVIOUS MEETING HELD ON 18TH JUNE 2019**

THE MINUTES WERE AGREED BY ALL TO BE A TRUE RECORD AND DULY SIGNED BY THE CHAIR.

5. **TO CONFIRM MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 21ST MAY 2019**

THE MINUTES WERE AGREED BY ALL TO BE A TRUE RECORD AND DULY SIGNED BY THE CHAIR.

6. WARD COUNCILLORS' UPDATE

It was reported that half the councillors are new and that training doesn't start until September, so action taking place was limited.

There is a move to get the reporting for Finance and Structure in sync.

B&NES Council intend being involved in the Bristol Airport expansion plans.

B&NES Council also want to get NE Somerset more involved in decisions and be less 'Bath focussed'.

It was reported that the rules for sewerage disposal were changing in January 2020.

7. FINANCE

7.1 Finance Report for Compton Dando Parish Council 16th July 2019 Bank Reconciliation for 26/06/2019

The attached Bank Reconciliation was received and noted.

7.2 Schedule of Expenditure for 01/04/2019 to 16/07/2019

The attached Schedule of Accounts was approved and the cheques duly signed.

The cheque for £399 Cheque No: 001493 will not be given to the CDCA until the invoice(s) have been received.

7.3 Parish Hall Payments for 16/07/2019

The Schedule of Accounts was approved and the cheques duly signed.

Cheque Number	Payee	Description	Amount
100019	CDPC	CDPH fuel	£ 213.25
100020	C Cooper	Cleaning & consumables	£ 165.04
100021	H Dottridge	Lottery Prizes & Extension Lead	£ 82.99
100022	C Cooper	Consumables	£ 11.99

7.4 TO APPROVE AND SIGN THE LLOYDS MANDATE FOR COUNCILLOR BT TO BECOME A SIGNATORY

The mandate was APPROVED and DULY SIGNED.

7.5 TO SIGN THE HSBC MANDATE FOR READ ONLY INTERNET ACCESS

This has had to be redone as the previous one wasn't signed by the Secretary of the Parish Hall who also needed to be a signatory, the application for which is currently being processed by HSBC.

The mandate was DULY SIGNED.

8. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 18TH JUNE 2019

8.1 VOLUNTEERS FOR PAINTING FINGERPOSTS

It was DECIDED that an email should be sent to those interested, to request suggestions for a suitable date for the painting (ACTION CLERK).

8.2 DEFIBRILLATOR TRAINING FOR COMPTON DANDO

The Clerk reported that she had received emails from 12 parishioners who were interested in the training.

It was reported that this was sufficient for a session to run and the organisers would be contacted to arrange a training session (ACTION COUNCILLOR DD).

8.3 REPLACEMENT LITTER BIN FOR QUEEN CHARLTON VILLAGE

The Clerk reported that having contacted B&NES Council, that there was no funding for replacing the bin. She also reported that there were no second hand ones available from B&NES Council.

Councillor DD will look into the availability of second hand ones from Keynsham Town Council (ACTION COUNCILLOR DD).

9. MATTERS FOR DISCUSSION/DECISION

9.1 TO DISCUSS THE TRAFFIC PROBLEMS CAUSED IN COMPTON DANDO BY THE SMOKED AND UNCUT FESTIVAL ON 15TH JUNE AT THE PIG IN HUNSTRETE

It was reported that although The Pig is not in Compton Dando Parish, the traffic problem did cause congestion in the Parish because there was no traffic management plan in place by the event organiser.

It was DECIDED that the Event Department of B&NES Council should be contacted (ACTION CLERK).

9.2 REPLACEMENT OF GLASS TOP LIGHTS IN COMPTON DANDO TELEPHONE KIOSK - COUNCILLOR AD

It was reported that the matter was in hand.

9.3 TO DECIDE ON A QUOTES FOR FENCE POSTS FOR THE TRAFFIC TRIANGLE IN QUEEN CHARLTON VILLAGE

It was DECIDED that quote no: 1937631 for £667.80 incl. VAT from Jacksons Fencing, which provided 1.5m high posts, would be the most suitable for the location.

It was APPROVED that the work should be carried out and that JD Contractors, who will carry out the work should be informed as well as Jacksons Fencing (ACTION COUNCILLOR CW).

9.4 TO APPROVE AND SIGN THE TRANSPARENCY CODE

The Transparency Code was APPROVED and DULY SIGNED.

9.5 TO DECIDE ON A PERSONNEL COMMITTEE FOR THE CLERK'S APPRAISAL AND FOR DISCIPLINARY AND GRIEVANCE PROCEDURES

Councillors HM, PP and AD will make up the Personnel Committee.

9.6 TO REVIEW THE POLICY FOR MEETING PEOPLE FOR PLANNING APPLICATIONS

The Policy for Meeting People for Planning Applications was APPROVED and DULY SIGNED.

9.7 TO REVIEW THE CODE OF CONDUCT

The Code of Conduct was APPROVED and DULY SIGNED.

9.8 TO CONSIDER THE ACTION REQUIRED FOLLOWING THE CURRENT PARISH COUNCIL WEBSITE BEING ASSESSED AS NON-COMPLIANT WITH REGARD TO ACCESSIBILITY

Two quotes have now been received. The information will be included in the documents for the meeting.

It was DECIDED that a new website was required.

It was DECIDED that the company Town & Parish Councils Websites was most suited to creating the new website at a cost of £399 for the set up; web hosting and support at £180 per annum and the copying of information from the existing website at a cost of £399 (ACTION CLERK).

9.9 TO RECEIVE THANKS FROM THE CDCA FOR S137 GRANTS FOR CHRISTMAS TREE LIGHTS AND TIDYING THE EDGE OF THE LAND BORDERING THE MILLENNIUM GREEN

Received and noted.

9.10 TO RECEIVE THANKS FROM THE CDCA FOR THE REFUND OF MONEY FOR THE MATERIALS NEEDED TO PAINT THE MILLENNIUM BENCH

Received and noted.

9.11 TO DECIDE ON A COURSE OF ACTION FOR THE MUDDY AREA USED FOR PARKING BEYOND COMPTON BRIDGE

Concerns had been raised as the area was still muddy and mud was still being pushed onto the road.

The Clerk reported that it had been seeded but it didn't survive and as a consequence a request was sent last year asking for 'Grass Crete' to be installed. The Clerk also reported that there had been no response to this request.

It was DECIDED that a request should be made once more, asking that should funds become available then this request be considered (ACTION CLERK).

9.12 TO DECIDE ON A COURSE OF ACTION FOR THE SURFACE WATER DRAIN AT THE BOTTOM OF BATHFORD HILL THAT STILL DOES NOT DEAL ADEQUATELY WITH EXCESS WATER FOLLOWING MAINTENANCE BY B&NES COUNCIL LAST YEAR

It was DECIDED that B&NES Council should be informed that their work has not solved the issue and the fact that during the winter sheet ice can form (ACTION CLERK).

9.13 TO DECIDE IF A NEW LARGER WASTE BIN IS NEEDED NEXT TO THE TELEPHONE KIOSK OPPOSITE THE COMPTON INN

It was reported that the bin regularly overflows and birds peck at the waste and scatter it over the surrounding area. It was therefore DECIDED that a larger bin was required.

See item 8.3 for further information.

9.14 UPDATE ON VERGE AND GRASS CUTTING BY B&NES COUNCIL

Information can be found at:

<https://www.bathnes.gov.uk/services/sport-leisure-and-parks/parks-green-spaces-grounds-maintenance/grass-cutting-verges-and>

https://isharemaps.bathnes.gov.uk/atmycouncil.aspx?MapSource=BathNES%2fBANES&StartEasting=365900&StartNorthing=160900&StartZoom=45000&o=1&layers=Grass_Cutting

Received and noted.

9.15 UPDATE ON CLEARANCE OF DEW POND AND DRAINAGE PIPE ON THE B3116 TO RESOLVE FLOODING/SURFACE WATER ISSUES IN BURNETT.

It was reported that the area at the top of the hill on the left-hand east side of the B3116 by the pond, is soon to be cleared by a tractor as the water level has dropped. Once this is complete, B&NES Council will be informed and they will flush through the drains (ACTION COUNCILLOR DD).

9.16 TO DECIDE ON WHETHER TO RENEW THE ENERGY CONTRACT WITH EDF WHICH ENDS ON 31 AUGUST 2019 AND SIGN THE CONTRACT IF APPROVED

Signing a Fixed Price Contract would be cheaper than not renewing and being put on the Extended Supply Charges rate.

It was DECIDED that the energy contract with EDF should be renewed for a further 2 years. The contract was DULY SIGNED by the Clerk.

It was suggested that several quotes should be sought in good time before the next renewal is necessary (ACTION CLERK TO DIARY SPRING/SUMMER 2021)

9.17 TO RECEIVE NOTICE THAT DOCUMENTS HAVE BEEN DEPOSITED WITH BATH RECORDS OFFICE (Detail provided with meeting documents)

Received and noted.

9.18 TO DISCUSS TAKING FORWARD WHY RESURFACING OF A ROAD IN COMPTON DANDO WAS FOLLOWED BY PART OF IT BEING DUG UP A FORTNIGHT LATER

It was reported that this issue was brought up at the recent Peer Review which is currently looking into many different issues. It was suggested that the Parish Council wait for the outcome of the review.

10. PLANNING APPLICATIONS RECEIVED

10.1 19/02616/FUL Chewton Place House Chewton Road Chewton Keynsham BS31 2SX
Amend the approved Coach House elevations and adjust internal layout

10.2 19/02617/LBA Chewton Place House Chewton Road Chewton Keynsham BS31 2SX

Internal and external alterations to amend the approved Coach House elevations and adjust internal layout

The Parish Council unanimously SUPPORT this application for the following reasons:

There is no adverse visual impact on the Green Belt (Policy GB2, LP 154). The materials and design are satisfactory and the scale, height and degree of the alterations are acceptable (Policy D2, LP 28).

It was thought that the changes were an improvement on the original plans and were in keeping with the history and heritage of the building.

10.3 19/02774/FUL Wansdyke View, Bathford Hill, Compton Dando BS39 4LD

Proposed raising of the roof level & increasing the roof pitch to facilitate a loft conversion into two bedrooms, conversion of the existing garage into a garden room, front porch and render to existing stone-faced walls.

The Parish Council OBJECT to this application for the following reasons:

There are house martins nesting in the building, so there will be an impact on the environment (Policy D2, LP 28).

The design and materials are not satisfactory:

The render is out of keeping, it should be stonework; the front elevation wood cladding is not in keeping with properties in the vicinity; the balcony is out of keeping (Policy D2, LP 28).

The scale, height and degree of the alterations are not acceptable, it was felt the percentage increase should be checked (Policy D2, LP 28).

The neighbour's amenity is not preserved due to the proposed north west window (Policy D2, LP 28).

10.4 19/00801/FUL Chewton Keynsham Church Chewton Road Chewton Keynsham Bristol Bath and North East Somerset BS31 2SR

Replacement of timber back door with timber door. Chewton Keynsham Church Chewton Road Chewton Keynsham Bristol Bath and North East Somerset BS31 2SR

The Parish Council unanimously SUPPORT this application for the following reasons:

The materials and design are satisfactory and the scale, height and degree of the alterations are acceptable (Policy D2, LP 28).

The Parish Council noted there were inaccuracies in the plans – the number of panes in the current windows are not in comparison to the proposed design plans.

11. APPEALS

11.1 None

12. DECISIONS

**12.1 19/00540/FUL Land North Off West Barn Uplands Lane Chewton Keynsham
Erection of 1no dwelling. (CDPC support April 2019)**

REFUSE

13. ENFORCEMENTS

Members of the Parish that may have a concern regarding suspected unauthorised building works, retrospective planning or non-permitted change of use to a building may report this directly to the Enforcement Department of Bath and North East Somerset Council by emailing development_management@bathnes.gov.uk or telephoning 01225 394041 (planning department extension) OR alternatively you may report the same in confidence to the Parish Clerk (details below). The matter of enforcement will be held in strict confidence and will not be discussed by the Parish Council until an Enforcement Notice is issued at which stage the matter will be brought to the attention of the Parish Council by the Local Authority.

UPDATES REQUESTED ON

13.1 None

14. ITEMS FOR ACTION

14.1 None

15. CORRESPONDENCE FOR ACTION

15.1 THE PCAA HAVE REQUESTED A POSTER FOR ADVERTISING CROWD FUNDING TO FUND LEGAL ADVICE TO OPPOSE THE BRISTOL AIRPORT EXPANSION BE CIRCULATED AND PUT ON THE PARISH COUNCIL WEBSITE

The Parish Council are not able to support crowd funding.

16. CORRESPONDENCE FOR INFORMATION

16.1 DRAINAGE WORKS ON CHEWTON ROAD NEAR THE JUNCTION WITH ENGINEHOUSE LANE RESULTING IN A ROAD CLOSURE – EARLIEST POSSIBLE DATE IS MID SEPTEMBER

Received and noted.

16.2 COMPTON DANDO PARISH HALL NOW HAS INTERNET ACCESS INSTALLED BY TRUESPEED

Received and noted.

17. REPORTS

17.1 PARISH HALL REPORT (APPENDED)

17.2 VILLAGE UPDATES ('For information only at the meeting. Matters for discussion will be carried forward to next meeting').

17.2.1 It was reported that a successful meeting had taken place regarding 'through traffic' in Queen Charlton village. It is hoped that another meeting can take place with Stefan Chiffers of B&NES Council.

17.2 REPORT FROM THE EXAMINATION OF THE WEST OF ENGLAND JOINT SPATIAL PLAN, STRATEGIC DEVELOPMENT 10TH JULY – COUNCILLOR DD

Councillor DD apologised for not being able to attend the meeting but has asked for feedback.

17.4 REPORT FROM THE PEER REVIEW PANEL ON 10TH JULY – COUNCILLOR DD

It was reported that the panel had been informed honestly in respect of the communication and engagement issues between BANES and the Parish Council's.

It was reported that there is to be a meeting arranged for Councillors to meet planning officers.

It was reported that the Clerk's Toolkit is to be looked at and that the Keynsham Forum is to continue.

18. ITEMS OF REPORT TO BE CARRIED FORWARD TO THE NEXT MEETING

None

DATE OF NEXT MEETING IS 20TH AUGUST 2019 AT 8.00PM IN COMPTON DANDO PARISH HALL

THE MEETING CLOSED AT 9.37 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation
Compton Dando Parish Council

16/07/2019

Prepared by: Clerk Susan Smith
Approved by : Chair

Date:
Date:

09/07/2019
16/07/2019

Bank Reconciliation Date:	26/06/2019
Bank Balance at Date:	10,693.16
Unpresented cheques	58.00
Bank Balance less unpresented cheques	10635.16
Cashbook Balance at Date	10635.16

21/05/2019	Queen Charlton village hall hire	001481	8.00
18/06/2019	PCAA membership 2019 to 2020	1485	50.00

Unpresented cheques	58.00
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Cheques to be paid

Description	Cheque No	Amount
CDCA S137 Grant maintaining edge of MG	001492	200
SSE Lighting inv no 880043	001494	80.35
PAYE 06 June to 05 July 2019 month 3	001495	9.2
Clerk's Salary and Expenses	001496	402.94

Financial Report
From

01/04/2019 To 16/07/2019

	Net	Budget	Variance	%Variance
Clerk's Salary	1232.12	5298.32	-4066.20	-76.75%
Clerk's Expenses	17.58	71.19	-53.61	-75.31%
Clerk's PAYE	49.20	206.00	-156.80	-76.12%
Audit Fees	200.00	463.50	-263.50	-56.85%
Solicitor Fees	0.00	154.50	-154.50	-100.00%
Donation	32.50	154.50	-122.00	-78.96%
Grants Given	0.00	515.00	-515.00	-100.00%
Grass Cutting	0.00	824.00	-824.00	-100.00%
Hall Hire	200.00	208.06	-8.06	-3.87%
ICO	35.00	36.05	-1.05	-2.91%
Parish Hall Insurance	0.00	555.77	-555.77	-100.00%
Memberships and Subs	50.00	416.07	-366.07	-87.98%
Signs Notice boards	0.00	1421.40	-1421.40	-100.00%
Mobile Top Up	0.00	61.80	-61.80	-100.00%
Postage	8.40	33.04	-24.64	-74.58%
Office Supplies	1.99	112.34	-110.35	-98.23%
Telephone Kiosks	0.00	0.00	0.00	
Street Light Electricity	113.11	482.11	-369.00	-76.54%
Street Light Maintenance	66.96	289.67	-222.71	-76.88%
Training	99.00	169.95	-70.95	-41.75%
Website	0.00	0	0.00	

Parish Hall Report

July 2019

The only matter worthy of a report over the last month has been the successful installation of a broadband link within the Hall.

For this we are grateful to our local independent supplier, Truespeed, who have undertaken to provide cost free broadband connectivity

to all community buildings within their operating area.

We believe that the availability of Wi-Fi will be yet another attraction to hirers of the Hall.

WIFI apart, the Hall has enjoyed another uneventful month notwithstanding a hectic day selling cakes for the village fete!

Finally and as mentioned last month, the new Monday morning Pilates class has got off to a healthy start but does need to keep numbers up so, on the basis that people may read the Parish Council monthly report who otherwise may miss local matters, may we suggest turning up at the Hall on a Monday if you are in anyway interested.

John Dottridge

