

COMPTON DANDO PARISH COUNCIL

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

PRESENT: D Drury (Chair), P Paget (PP) (Vice- Chair), A Dawes (AD), C Willows (CW), T Butler (TD), H Maggs (HM)

IN ATTENDANCE: S Smith (Clerk), S Davis (Ward Councillor) AND 2 PARISHIONERS

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 18TH APRIL 2017 IN COMPTON DANDO PARISH HALL

1. APOLOGIES FOR ABSENCE: Cllr J Davis

2. NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA:

Councillor DD requested that it be recorded that she has an interest in item 14.7, as she has signed a form to allow wires to be attached to a Western Power pole in her garden.

District Councillor S Davis requested that it be recorded that any comments made by her on planning matters would be in line with papers before the Parish Council.

3. QUESTIONS ON NOTICE BY MEMBERS

None

4. MINUTES OF THE PREVIOUS MEETING HELD ON 21 MARCH 2017

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

5. FINANCE

5.1 Finance Report for Compton Dando Parish Council 18/04/2017

Bank Reconciliation for 31st March 2017

The attached Bank Reconciliation was received and noted.

5.2 Schedule of Expenditure for 01/04/2016 to 31/03/2017

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

It was reported that the Clerk's overtime had been down to the Heritage Lottery Funding and War Memorial applications, along with the Village Meetings and preparation of the annual accounts for auditing.

5.3 Parish Hall Payments for 18th April 2017

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

Cheque no.	Payee	Description	Amount
1014	H Dottridge	Lottery Prize	£25.00
1015	L Fox	Consumables	£12.80
1016	Tincknell Heating	Service Heating System	£111.00

5.4 PAINT COST FOR TELEPHONE KIOSKS AND FINGER POSTS

Due to the high cost of Hammerite paint, it was DECIDED to initially buy one pot only of the three colours (white, silver and black) (ACTION CLLR DD).

5.5 TO APPROVE AND SIGN SECTION 1 OF THE ANNUAL RETURN

Section 1 of the Annual Return was APPROVED and DULY signed by the Chair and Clerk.

5.6 TO APPROVE AND SIGN SECTION 2 OF THE ANNUAL RETURN

Section 2 of the Annual Return was APPROVED and DULY signed by the Chair and Clerk.

6. MATTERS ARISING

6.1 None

7. MATTERS FOR DISCUSSION/DECISION

7.1 TO DECIDE ON ALLOCATION OF S137 GRANT FUNDING

7.1.1 Compton Dando Youth Group - £250- annual insurance and increase activities offered.

It was unanimously DECIDED to award the requested £250 in full.

7.1.2 Compton Cricket Club - £1829 -mower (£1199), stumps (£80), balls (£150), helmets (£200), pads (£200)

After some discussion, the majority of the Councillors APPROVED an award of £500 to the Cricket Club.

7.1.3 St. Michael's Church, Burnett SMILE project - £1500 – to enable the church to be more accessible to the wider community.

It was reported that St Michael's Church were trying to involve more of the community in the use of the church by building the new toilet. The Clerk reported that SLCC (Society of Local Council Clerks) advised that if the Parish Council felt that a project would benefit the whole community, then it was possible to award a grant to a Church of England church, but care should be taken.

It was unanimously DECIDED to award £500.

The applicants will be informed (ACTION CLERK).

7.2 TO DECIDE ON THE WORKING PARTY FOR THE HELAA (HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT) WORKSHOPS

To be carried forward as the paperwork was not ready.

7.3 TO REVIEW THE RISK ASSESSMENT DOCUMENT ADOPTED IN APRIL 2015

The Clerk reported that she was satisfied that the Risk Assessment document covered all items of risk and that there was no need for any amendments.

The Parish Council APPROVED the Risk Assessment document.

The Risk Assessment document will be reviewed in April 2018.

7.4 TO DECIDE ON WHAT TO DO FOLLOWING THE HERITAGE LOTTERY FUND TURNING DOWN THE APPLICATION FOR FUNDING FOR THE RESTORATION OF THREE FINGER POSTS

It was suggested that the Parish Council apply for the B&NES Council Empowered Fund, a funding that is currently available for this financial year only. The Parish Council would need to match fund any award under this scheme. The Empowered Fund can also be matched with voluntary labour.

Finding funding from the Council would enable another application to be made to the Heritage Lottery Funding for restoration of the broken finger posts in the Parish.

Paul Meyers will be contacted for further information (ACTION CLLR DD).

It was APPROVED to add a 'Projects' item on next year's budget to facilitate putting money aside for anything that should require funding.

8. PLANNING APPLICATIONS RECEIVED

8.1 TWO-HEADED MAN UPDATE – DISTRICT COUNCILLOR

It was reported that money has been put aside for purchasing land from the Duchy of Cornwall and from a private landowner, in order for the junction modifications to go ahead.

Negotiations to purchase the land will take place in the current financial year 2017-2018.

During the financial year 2018-2019, different schemes will be considered to improve the junctions at the Two-Headed Man junction and also the Marksbury junction by Westways Garage, hopefully with work starting in June 2018.

8.2 17/01594/LBA Priory Farm Vicarage Lane Compton Dando Bristol BS39 4LA

Description of Proposal: **Internal and external alterations to install biomass central heating and associated flue & plumbing, install solar panels to roof, install roof insulation, alter internal layout of stud walls, replace and add new roof lights, alter existing window into new external doorway, widen outer courtyard gate access, create new pedestrian access gate and erect additional property boundary wall.**

The Parish Council unanimously SUPPORT the application.

The Parish Council felt that the building was being sympathetically restored in an environmentally friendly way, and that a lot of research had gone into finding suitable materials that will be acceptable in a listed building located in the Green Belt (Policy D2).

There were mixed feelings over the solar panels but the Parish Council felt on the whole that they would not have a detrimental effect in the immediate area and they were also aware that there had been no complaints from the immediate neighbours.

There was a concern that the biomass boiler could generate noise that may be heard by the neighbours (Policy D2).

There are concerns regarding an access gate being installed into the front wall to gain access to the land locked front garden section of the property from the road. Access from such gate could be seen as a potential hazard as it will open directly on to Vicarage lane at a point which is a blind bend (Policy D2).

It was thought that the change of a window into a door to allow access to the garden was sympathetic and in keeping with a listed building and was necessary for access to the land locked front garden (Policy D2).

8.3 17/00383/VAR Chewton Place Chewton Road Chewton Keynsham Keynsham BS31 2SX

Variation of condition 8 (plans list) of application 14/05746/VAR (Variation of condition 8 (plans list) of application 14/02775/VAR. (Variation of condition 8 (plans list) of application 13/04273/FUL (Demolition of existing training and conference centre accommodation block and erection of 3no detached dwellings and conversion of and extension to an outbuilding to a single dwelling with associated parking and landscaping).)

The Parish Council unanimously OBJECT to this variation of the application because they think it is an overdevelopment in the Green Belt. It was thought that the change of single garages into double garages would have an adverse visual effect (Policy GB2).

9. APPEALS

9.1 None

10. DECISIONS BANES DECISION NOTICE GIVING FULL DETAILS CAN BE FOUND ON THE B&NES PLANNING PORTAL at www.bathnes.gov.uk

10.1 16/05656/FUL The Bungalow Parkhouse Lane Keynsham BS31 2SG

**Erection of 2no. detached dwellings and associated access.
(Compton Dando Parish Council Commented Only Minutes Feb 2017)
PERMIT**

10.2 17/00312/HEDGE Street Record Wells Road Corston Bath Bath And North East Somerset
Removal of hedgerow (20.15m hedgerow) (CDPC supported the application Feb 2017)

WITHDRAWN

10.3 Appeal Ref: APP/F0114/D/17/3167862 for application 16/05390/FUL Elm Park Court Chewton Road BS31 2SS
(CDPC originally supported the application until more information was provided, whereupon support was withdrawn in Dec 2016)

Erection of a 2 storey front entrance porch.

DISMISSED

10.4 17/00386/VAR Chewton Place Chewton Road Chewton Keynsham Keynsham BS31 2SX
Variation of condition 6 (plans list) of application 16/00251/FUL (Erection of two storey detached dwelling with garage and associated landscaping.)
(CDPC supported the application Feb 2017)

PERMIT

10.5 17/00737/FUL 2 Church Lane Compton Dando Bristol BS39 4LB
Erection of a rear extension and a front porch and removal of a front lobby.
(CDPC supported the application in March 2017)

PERMIT

10.6 16/02055/FUL Land East Of The Mead Queen Charlton Lane Whitchurch Bristol
Erection of 100 no. 1, 2, 3 and 4 bedroom dwellings including public open space, attenuation and associated works. New vehicular access from Queen Charlton Lane.
(CDPC commented on access onto Queen Charlton Lane in May 2016)

PERMIT

Concern was raised because there was no mention of 'No right turn onto Charlton Lane', when leaving the development in the Decision document.

The case officer will be contacted (ACTION CLERK).

11. 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

11.1 None

12. ITEMS FOR ACTION

12.1 None

13. CORRESPONDENCE FOR ACTION

13.1 EMAIL FROM SADIE COX REGARDING CHARITY TRUSTEE TRAINING

The training takes place on Wednesday 26 April at the Francis Hotel, Queen's Square, Bath:
4.45pm Registration, 5pm start, 7pm finish with networking and refreshments.

“This session will provide an overview of how contracts work, the significance of the Data Protection Act and new EU data regulation, and caring for one of your most valuable assets – your reputation.”

Places are limited to 2 per organisation at a cost of £10 per person.

Councillor DD will attend for Keynsham Town Council.

13.2 EMAIL FROM JULIE O’ROURKE, PLANNING POLICY OFFICER FOR B&NES COUNCIL, INVITING TWO REPRESENTATIVES TO ATTEND A PRESENTATION TO AID UNDERSTANDING THE APPROACH TO PLANNING FOR HOUSING AND EMPLOYMENT DEVELOPMENT IN RURAL AREAS.

The presentation takes place on Monday 24 April from 10am to 12.30pm in the Guildhall, Bath.

This has been postponed.

14. CORRESPONDENCE FOR INFORMATION

14.1 REGULAR LITTER PICKING BY RESIDENTS IN QUEEN CHARLTON WAS REPORTED AS TOO DANGEROUS BECAUSE OF THE SPEED OF TRAFFIC THROUGH THE VILLAGE

Case reference given: 212989

It was reported that although the litter associated with the above reference had been cleared by B&NES Council, more had been dumped. This is an ongoing problem.

Photographs will be taken on a regular basis for submission to the Council (ACTION CLLR CW). This item will be placed on May’s agenda.

14.2 A PARISHIONER OF COMPTON DANDO HAS REPORTED POT HOLES AND BLOCKED DRAINS TO COUNCIL CONNECT

Three pot holes have been filled in on Rankers Lane but three more have been missed and are located between Court Hill House and Blackers Mead.

A large pot hole on Bathford Hill near the green has been reported, as have three on Vicarage Lane.

The state of the top of Peppershells and Slate Lanes has also been reported and the fact that Fairy Hill has more potholes even though some have already been filled in.

A blocked drain on the top of Peppershells Lane has been reported as well as another blocked outside the field on the left-hand side over the stone bridge as you leave Compton Dando.

Received and noted.

14.3 A PARISHIONER HAS REPORTED A CASE OF FLY-TIPPING IN SLATE LANE TO COUNCIL CONNECT

Received and noted.

14.4 EMAIL RECEIVED FROM AURORA LOI WRIGHT, ELECTORAL SERVICES MANAGER FOR B&NES COUNCIL ATTACHING A NOTICE OF ELECTION FOR DISPLAY OF THE ELECTION OF THE WEST OF ENGLAND COMBINED AUTHORITY MAYORAL ELECTION ON THURSDAY 4 MAY 2017

The notices were distributed for display and uploaded to the Parish Council website.

14.5 EMAIL RECEIVED FROM LORINDA TREBACZYK, CAMPAIGNS MANAGER FOR B&NES COUNCIL, REMINDING PARISHIONERS THAT THEY HAVE UNTIL 5 MAY TO CONTACT THEM WITH ANY QUERIES REGARDING THE CHANGES TO THEIR RUBBISH COLLECTIONS.

Rubbish every other week container allocation reminder – 5 May deadline for queries

Just to remind all residents that you have until 5 May 2017 to contact us if you have any queries with the container allocated to you in the letter we sent to you in March.

Check your new bin allocation by entering your address at www.bathnes.gov.uk/recycle

If despite recycling all you can, you feel that your household will not manage with your allocated container, please complete the online form at www.bathnes.gov.uk/bin by 5 May. We will investigate to see if your circumstances are appropriate for an alternative. We may visit you and help you make the best use of your recycling collection.

Register your interest **now** for free text collection reminders when the new service starts - text your postcode to 07520631700

View our frequently asked questions about the changes at www.bathnes.gov.uk/recycle

View the new rubbish containers at our roadshows, at Council One Stop Shops and community venues www.bathnes.gov.uk/roadshows

Received and noted.

It was also reported that an Approved Electronic Permit will no longer be required at the local tips but proof of residency would be required, e.g. driving license or utility bill.

There are concerns that this has not been widely publicised and could lead to problems.

Also reported was that there had been different information given to parishioners in their letters as to what their allocated refuse collection container would be, compared with looking on the B&NES website using their post code. On one it would say a large bag, and on the other a wheelie bin! This was not the case for all residents.

It was felt that wheelie bins would be inappropriate for the villages of the Parish, as they could cause problems for traffic in the narrow lanes on collection days.

B&NES Council will be contacted (ACTION CLERK).

14.6 EMAIL FROM ZOE GALLET, SERVICE SUPPORT FOR B&NES COUNCIL, INFORMING OF A ROAD CLOSURE - THTTC 1515 COCKERS HILL FROM 10TH MAY FOR A MAXIMUM OF A WEEK

Truespeed Communications Ltd are installing 3 wooden poles. However, the restrictions may not be effected for the whole of the period but it is anticipated that the road will be restricted as and when traffic signs are in position and only for so long as is necessary to execute the works which it is anticipated will be for **three days**.

14.7 EMAIL FROM ZOE GALLET, SERVICE SUPPORT FOR B&NES COUNCIL, INFORMING OF A ROAD CLOSURE - THTTC 1514 CROSSPOST LANE, BURNETT FROM 8TH MAY FOR A MAXIMUM OF A WEEK

Truespeed Communications Ltd are installing 8 wooden poles. However, the restrictions may not be effected for the whole of the period but it is anticipated that the road will be restricted as and when traffic signs are in position and only for so long as is necessary to execute the works which it is anticipated will be for **three days**.

A discussion took place about the number of communication poles that are about to be raised during the above road closures (items 14.6 and 14.7), as concern had been raised by a number of parishioners.

It was reported that because it was not a planning issue, the Parish Council had no power to comment. Communication poles have been approved by the Government.

15. REPORTS

It was reported that there was concern over the attitude of the PCAA (Parish Councils Airport Association) towards planning applications submitted by Bristol Airport. The attitude was reported

as being very confrontational as they always wanted to oppose any planning applications. It was thought that this sort of approach was not in the best interest of the parish councils.

A letter will be drafted to raise this concern (ACTION CLLR CW) and discussed at the May meeting.

It was also suggested that this could be an agenda item for the Keynsham Area Forum.

15.1 VILLAGE UPDATES

15.1.1. It was reported that there is a water main leak at the top of Fairy Hill. This will be reported to B&NES Council for them to contact the appropriate authority or inform the Clerk who to contact (ACTION CLERK).

15.1.2. It was reported that sadly a resident of Queen Charlton, Jane Barnard, had recently died.

It was reported that Resourceful Earth operated on Easter Monday when their website said they would be closed. This is to be followed up (ACTION CLERK).

15.2 PARISH HALL REPORT

This was read out during the Annual Meeting of the Parish meeting at 7.30 pm.

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

The Clerk's Appraisal Policy for approval.

CONFIDENTIAL ITEM FOR EXCLUSION OF THE PRESS & PUBLIC

The Parish Clerk's pay scale was reviewed and a new pay scale system will commence from May 2017.

**DATE OF NEXT MEETING IS 16 MAY 2017 AT 8.00PM IN COMPTON DANDO PARISH HALL
THIS WILL BE PRECEDED BY THE ANNUAL PARISH COUNCIL MEETING WHICH WILL BE PRECEDED
BY THE PARISH HALL AGM WHICH INCLUDES A MEETING OF THE SOLE TRUSTEES**

THE MEETING CLOSED AT 10.00 PM

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation				
Compton Dando Parish Council				
Meeting Date: 18/04/2017				
Prepared by: Clerk Susan Smith	Date:	10/04/2017		
Approved by : Chair	Date:	18/04/2017		
Bank Reconciliation Date:	31/03/2017			
Bank Balance at Date:	6,790.61			
Unpresented cheques	0.00			
Bank Balance less unpresented cheques	6790.61			
Cashbook Balance at Date	6790.61			
		Unpresented cheques		
		Unpresented cheques		0.00

Cheques to be paid

Description	Cheque No	Amount
SSE Contracting Ltd inv 646648	001329	80.35
Clerk's salary,overtime+home expenses	001330	525.95

Financial Report

	01/04/2016		18/04/2017			
From		To				
	Net	Vat	Gross	Budget	Variance	%Variance
Clerk's Salary	4474.16	11.02	4485.18	2980	1505.18	50.51%
Clerk's Expenses	65.13	14.35	79.48	160	-80.52	-50.33%
Clerk's PAYE	0.00	0.00	0.00	0	0.00	
Audit Fees	340.00	20.00	360.00	350	10.00	2.86%
Solicitor Fees	450.00	0.00	450.00	0	450.00	
Donation	25.00	0.00	25.00	0	25.00	
Grants Given	650.00	0.00	650.00	1050	-400.00	-38.10%
Grass Cutting	790.00	0.00	790.00	650	140.00	21.54%
Hall Hire	168.00	0.00	168.00	180	-12.00	-6.67%
Hall Refurb	557.00	0.00	557.00	0	557.00	
ICO	70.00	0.00	70.00	35	35.00	100.00%
Parish Hall Insurance	1116.30	0.00	1116.30	1109	7.30	0.66%
Memberships and Subs	310.53	0.00	310.53	255	55.53	21.78%
Signs Notice boards	111.42	18.62	130.04	0	130.04	
Mobile Top Up	70.00	14.35	84.35	0	84.35	
Postage	29.87	0.00	29.87	25	4.87	19.48%
Office Supplies	79.95	14.35	94.30	70	24.30	34.71%
Telephone Kiosks	0.00	0.00	0.00	200	-200.00	-100.00%
Street Light Electricity	306.17	15.31	321.48	545	-223.52	-41.01%
Street Light Maintenance	267.84	53.56	321.40	350	-28.60	-8.17%
Training	50.00	0.00	50.00	200	-150.00	-75.00%
Website	0.00	0.00	0.00	120	-120.00	-100.00%
Parish Hall Expenses	551.40	27.57	578.97		578.97	