

COMPTON DANDO PARISH COUNCIL

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

PRESENT: D Drury (DD) (Chair), P Paget (PP) (Vice- Chair)), A Dawes (AD), C Willows (CW), J Davis (JD), T Butler (TB)

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

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 19th JULY 2016 IN COMPTON DANDO PARISH HALL

1. **APOLOGIES FOR ABSENCE:** Councillor H Maggs (HM). Accepted.
2. **NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA:**
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 21st JUNE 2016**
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 19/07/2016

Bank Reconciliation for 30TH June 2016

The attached Bank Reconciliation was received and noted.

5.2 Schedule of Expenditure for 01/04/2016 to 10/07/2016

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

5.3 Parish Hall Payments for 19/07/2016

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

Cheque no.	Payee	Description	Amount
978	K Bunyan	Lottery Prize	£25.00
979	D Drury	Lottery Prize	£25.00
980	L Fox	Consumables	£14.15
981	Compton Dando PC	Insurance 2014-15 + 2015-16	£1071.08

5.4 SALARY AWARDS FOR CLERK

It was APPROVED that the Clerk should receive an increase in salary in accordance with the 2016-2018 National Salary Award from £9.551 to £9.647 per hour backdated to 1st April 2016. This runs until April 2017. In April 2017 the hourly rate is increased to £9.743 per hour.

5.5 NAT WEST BANK SIGNATORIES UPDATE

The signatory update is still incomplete.

5.6 SIGNING OF CHEQUE FOR £500 AWARDED TO ST MARY'S CHURCH, COMPTON DANDO FOR RESTORATION OF THE CLOCK

Payment of £500 towards St Mary's Church Clock restoration was APPROVED and the cheque duly signed.

6. MATTERS ARISING

6.1 WAR MEMORIAL GRANT APPLICATION

This item is carried forward to August because Councillor HM was unable to attend the meeting.

Clerk to email Councillor HM to ask for suitable photographs of the memorial needed for the application.

6.2 MILLENNIUM GREEN GRASS CUTTING – UPDATE COUNCILLOR MAGGS

An email had been received by the Clerk from Councillor HM with a quote from Lesley Bowes. After due consideration with an alternative quote, it was APPROVED that Lesley Bowes should cut the Millennium Green grass. Clerk to contact Lesley to confirm.

6.3 COMPTON DANDO PARISH HALL GOVERNANCE DEED UPDATE

It was reported that a meeting had taken place between the Clerk, Councillor PP and Dick Whittington in order to complete the necessary forms for the Charities Commission application.

6.4 POLICE SUPPORT FOR LORRY SAT NAV AMENDMENTS – UPDATE CLERK

The Clerk reported that she had made a Priorities Request to the police but as yet had no response. It was also reported that Police Constable Gemma Hill had reported at the Keynsham Area Forum meeting that the matter was being looked into.

7. MATTERS FOR DISCUSSION/DECISION

7.1 PENSION COMPLIANCE COMMENCEMENT UPDATE CLERK

The Clerk reported that the compliance had been completed as far as possible and nothing else can be done until the Staging Date of 1st October 2016 has been reached. It was asked if registration with NEST (National Employment Savings Trust) had taken place. This needs to be checked (ACTION CLERK).

7.2 TRASH SCREEN UPGRADE FOR THE WATERCOURSE OUTSIDE COMPTON DANDO PARISH HALL

Councillors DD and PP had met with Simon Morrissey (Senior Engineer, Drainage), prior to the meeting. It was reported that the replacement trash screen has been on a waiting list for funding since the drain blockage further down the road had occurred. The new trash screen will be 2-3 metres longer than the current one. The Compton Dando Parish Hall Committee had been asked for their opinion and had unanimously decided that they wanted to retain the metal railing as protection, although it would need to be longer, and also to have the blockwork in natural stone or a composite that matches that of the Parish Hall. Simon Morrissey is to be notified of the requirements (ACTION CLERK)

It was also requested that the drawings provided by Simon Morrissey should be sent to all Councillors (ACTION CLERK).

7.3 COMMUNITY SHOWCASE AT THE KEYNSHAM AREA FORUM 26 SEPTEMBER 2016

Compton Dando will be presenting a 20-minute talk for the 'Showcase' item. It was decided that Councillor PP will liaise with Councillor HM to request the CDCA to take this on.

8. PLANNING APPLICATIONS RECEIVED

8.1 16/03128/LBA Chewton Place Chewton Road Chewton Keynsham BS31 2SX

Internal and external alterations to remove and infill all windows facing the driveway and to form a new arch headed doorway with part glazed oak door.

The Parish Council SUPPORT this application since they consider it to be an improvement. The Clerk was asked to contact the case officer and state that if the full planning application should be submitted in the next few days, and the comments closing day should be before the next Parish Council meeting, then the above comments would still stand.

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 None

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. It was requested that updates should be requested on the Traveller's site in Queen Charlton and also on Quarry Lodge (ACTION CLERK).

12. ITEMS FOR ACTION

12.1 None

13. CORRESPONDENCE FOR ACTION

13.1 EMAIL RECEIVED FROM ALISON WELLS, THE COMMUNITY PROJECTS OFFICER FOR B&NES COUNCIL, INFORMING LOCAL COMMUNITIES OF GRANTS AVAILABLE FOR WAR GRAVES REMEMBRANCE
CWGC are offering small grants (up to £200) to enable communities to plan events and champion local sites throughout the 141 days of the Somme Centenary from the 1st July -18th November 2016. They have also produced resources to help community groups identify CWGC sites.

For Further information visit www.cwgclivingmemory.co.uk or email livingmemory@cwgc.org to request a copy of the free resource pack.

This information has been circulated in the Parish.

13.2 EMAIL RECEIVED FROM CPRE REQUESTING A LETTER IS SENT TO OUR MP REQUESTING A STOP ON UNNECESSARY GREENFIELD DEVELOPMENT

It was decided that a response should be sent using the email link (ACTION CLERK)

13.3 EMAIL RECEIVED FROM DAVID CATTANACH, NEWS AND MEDIA MANAGER FOR B&NES COUNCIL, INFORMING OF THE 4th JULY START OF THE PUBLIC CONSULTATION ON DEVOLUTION.

<http://www.westofenglanddevolution.co.uk/>

The email has been circulated in the Parish. Information regarding the various evening question time events has already been circulated to encourage the residents to take part. Any further correspondence received on the matter will also be circulated to the residents (ACTION CLERK).

13.4 EMAIL RECEIVED FROM CHRIS BANKS, THE PROGRAMME OFFICER FOR THE EXAMINATIONS OF THE PLACEMAKING PLAN, CONTAINING GUIDANCE NOTES AND DEADLINES FOR FURTHER STATEMENTS

The hearing sessions will commence at 10.00 am on Tuesday 13 September 2016. The sessions will be held at **The Guildhall, High Street, Bath, BA1 5AW**. A short break will normally be taken midmorning and mid-afternoon, with a lunch break at about 1.00 pm. Afternoon sessions will normally begin at 2.00pm.

The hearings are open to the public and interested persons to attend, even if they are not taking part. Any changes to the arrangements will be advised to participants who should also keep in touch with the Programme Officer and regularly check the examination website.

Received and noted. Councillor DD will attend.

13.5 EMAIL RECEIVED FROM SUE MOUNTSTEVENS, POLICE AND CRIME COMMISSIONER, ANNOUNCING A CONSULTATION WHERE THE PUBLIC CAN HAVE THEIR SAY ON POLICING PRIORITIES

The consultation closes on 30 August 2016. You can comment by following the link below:
<http://www.avonandsomerset-pcc.gov.uk/Take-Part/Your-policing-priorities-consultation.aspx>

The email has been circulated in the Parish.

13.6 EMAIL RECEIVED FROM A CHARITY BASED IN BATH, CALLED THE 'CARER'S CENTRE'

The charity offers free support services to families who are looking after someone who is ill, disabled, or frail (i.e. carers).

The charity asked if we are able to advertise their events and volunteer posts.

They also have Support Workers based in the community who would be happy to speak at a town meeting about carers and how our parishioners can access their services.

It was decided that the email should be sent to the Village Agent (ACTION CLERK).

14. CORRESPONDENCE FOR INFORMATION

14.1 STONES MISSING FROM COMPTON BRIDGE HAVE BEEN REPORTED TO COUNCIL CONNECT

Case reference given: **166105**

Received and noted.

15. REPORTS

15.1 PARISH HALL REPORT (APPENDED)

15.2 VILLAGE UPDATES

It was reported that Compton Dando held a very successful fete which made a good profit.

Concerns over safety on the roads in the Parish were raised. It was reported that there had been one near miss in Redlynch Lane and two in Queen Charlton village. These incidents are to be reported to B&NES Highways Team (ACTION CLERK).

It was also reported that no update had been received on the progress of the speed limit reduction to 20mph in parts of Compton Dando village.

15.3 CPRE MEETING ON PLANNING 'TOWNS & VILLAGES UNDER SEIGE' TUES 5 JULY – COUNCILLOR PP

Unfortunately, Councillor PP had been unable to attend but has requested the notes for distribution.

15.4 KEYNSHAM AREA FORUM 30 JUNE 2016

Devolution was discussed and there will be several events running for the public to attend and ask questions. The public also have the opportunity to take part in an online consultation which is open until 15 August 2016.

An update was made by "Your Care, Your Way" and also by the Keynsham Energy Group.

It was reported that the Keynsham Area Forum meetings are of interest to local people and well worthwhile attending.

15.5 QUEEN CHARLTON VILLAGE CONSERVATION APPRAISAL (APPENDED)

It was reported that John Davey, a consultant for B&NES Council, is putting together a history of the village in a planning context with the purpose of protecting Queen Charlton as a conservation village.

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

16.1 CPRE membership renewal – method of payment.

16.2 Burnett as a conservation village.

THE MEETING CLOSED AT 9.12 pm

The next meeting will be held on Tuesday 16th August 2016 at 8.00 pm

Bank Reconciliation				
Compton Dando Parish Council				
Meeting Date: 19/07/2016				
Prepared by: Clerk Susan Smith	Date:	13/07/2016		
Approved by : Chair	Date:	19/07/2016		
Bank Reconciliation Date:	30/06/2016			
Bank Balance at Date:	9,321.61			
Unpresented cheques	318.00			
Bank Balance less unpresented cheques	9003.61			
Cashbook Balance at Date	9003.61			
Unpresented Cheques				
	Date	Description	Cheque No	Amount
	21/06/2016	CDPH hall hire 01/06/16 to 31/	1317	168.00
	21/06/2016	CDCA youth group S137 Grant	1319	150.00
		Unpresented cheques		318.00
Cheques to be paid				
	Description	Cheque No	Amount	
DIRECT DEBIT	EDF Direct Debit inv 000001802773		107.05	
	SSE Contracting Ltd inv 599530	001322	80.35	
	CDPH VAT refund - Hall refurb	001323	557	
	PCC of St Marys for clock restoration	001324	500	
	Clerks Salary and expenses	001325	318.49	
	Total Cheques		1455.84	

Financial Report

	01/04/20		19/07/201			
	From		To			
		16		6		
	Net	Vat	Gross	Budget	Variance	%Variance
Clerk's Salary	1385.38	0.00	1385.38	2980	-1594.62	-53.51%
Clerk's Expenses	18.51	3.33	21.84	160	-138.16	-86.35%
Clerk's PAYE	0.00	0.00	0.00	0	0.00	
Audit Fees	100.00	20.00	120.00	350	-230.00	-65.71%
Solicitor Fees	450.00	0.00	450.00	0	450.00	
Donation	0.00	0.00	0.00	0	0.00	
Grants Given	150.00	0.00	150.00	1050	-900.00	-85.71%
						-
Grass Cutting	0.00	0.00	0.00	650	-650.00	100.00%
Hall Hire	168.00	0.00	168.00	180	-12.00	-6.67%
Hall Refurb	0.00	0.00	0.00	0	0.00	
ICO	35.00	0.00	35.00	35	0.00	0.00%
						-
Parish Hall Insurance	0.00	0.00	0.00	1109	-1109.00	100.00%
Memberships and						
Subs	50.00	0.00	50.00	255	-205.00	-80.39%
Notice boards	0.00	0.00	0.00	0	0.00	
Mobile Top Up	20.00	3.33	23.33	0	23.33	
Postage	4.06	0.00	4.06	25	-20.94	-83.76%
Office Supplies	16.62	3.33	19.95	70	-50.05	-71.50%
						-
Telephone Kiosks	0.00	0.00	0.00	200	-200.00	100.00%
Street Light Electricity	101.95	5.10	107.05	545	-437.95	-80.36%
Street Light						
Maintenance	66.96	13.39	80.35	350	-269.65	-77.04%
Training	10.00	0.00	10.00	200	-190.00	-95.00%
						-
Website	0.00	0.00	0.00	120	-120.00	100.00%

Compton Dando Parish Hall
Monthly report to the Parish Council

July 2016

There is very little to report this month but it is pleasing to report that the Hall's funds have benefited from two sources of additional funds.

Namely: Sonia Priest's Art Group has generously granted the sum of £200 to the Hall. The Art Group is one of the Hall's most regular hirers and it is rewarding that they are so well disposed to the Hall.

The second source of income is the Hall's share of the village fete proceeds that amounted to some £4,000 of which we should receive a one third share. The Treasurer, Ken Webb, will quantify the exact amount in due course.

There are no other matters to report but the Hall's committee looks forward to the proposed improvements to the trash grating in front of the Hall, in the hope it will make the cleaning of the grating safer and simpler as well as improving the aesthetics.

John Dottridge
Chairman
12th July 2016

Queen Charlton Conservation Village Appraisal Tuesday 5 July

B&NES Council have a duty to periodically review the existing Conservation Areas and produce character appraisals which define the boundaries and the special interest of the areas. John Davey, a consultant for B&NES Council, is currently carrying out an appraisal of Queen Charlton, Midsomer Norton and Saltford villages with the help of a planning officer.

The final outcome of the appraisal will be for it to be adopted as a supplementary planning document. This will not only be used when considering local planning applications but it will also be considered for the Joint Spatial Plan planning which will be trying to avoid encroaching into the Green Belt but will also need to accommodate the need for growth in housing.

Being in a conservation village means that there will be more control over new designs; unlisted building demolition; trees; advertisements; permitted development rights and the setting and views over and from the village. What are called 'Positive Buildings' are also looked at as well as listed buildings.

Timeline:

- It is expected that the draft appraisal will be sent to the various departments within B&NES Council for their comments during early August 2016.
- The draft, with any amendments will then be circulated to the Parish Council, which will consider it at the 20th September meeting.
- A public consultation will be opened during the autumn with completion before Christmas.
- Any further amendments will be made at the start of 2017, followed by an internal adoption at B&NES Council. This could take up to three months.

THE DRAFT VERSION WILL BE USED IN PLANNING APPLICATION CONSIDERATIONS

Concerns over rat running were mentioned, and it was also asked that the highways officers who deal with health and safety implications of the highways be consulted with regard to the effects of the current housing developments that are taking place close to the village.

School children have to walk a short distance on the road to where they catch the bus.

Queen Charlton's objections to the Horsecworld development are due to concerns over safety.