

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), H Maggs (HM), 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 20th SEPTEMBER 2016 IN COMPTON DANDO PARISH HALL

1. **APOLOGIES FOR ABSENCE:** None
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.

Councillors DD and PP have an interest in item 7.5 Burnett as a Conservation Village.

3. **QUESTIONS ON NOTICE BY MEMBERS**
None

4. **MINUTES OF THE PREVIOUS MEETING HELD ON 16TH AUGUST 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 20/09/2016

Bank Reconciliation for 30TH August 2016

The attached Bank Reconciliation was received and noted.

The Clerk reported that CPRE had now received the direct debit mandate and future annual subscriptions would be paid using this method.

5.2 Schedule of Expenditure for 01/04/2016 to 20/09/2016

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

5.3 Parish Hall Payments for 20th September 2016

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

Cheque no.	Payee	Description	Amount
986	Chubb Fire & Security Inspection		£50.02
987	L Fox	Consumables	£32.84
988	K Bunyan	Lottery Prizes	£75.00
989	B&NES Council	Licence	£70.00

- 5.4 **TO DECIDE ON WHETHER TO RENEW THE INSURANCE POLICY WITH CAME & COMPANY AND SIGN THE CHEQUE FOR PAYMENT IF APPROVED**

The cost of renewal commencing 1 Oct 2016 for one year is £1116.30.

It was unanimously APPROVED to renew the insurance with Came and Company for the period of 1st October 2016 to 30th September 2017.

It was decided to get quotes for a Long Term Agreement (LTA) next June from several insurance companies, including Came and Company which should result in a lower fee.

5.5 TO DECIDE ON AMOUNT TO BE REQUESTED FROM THE PARISH HALL FOR THEIR SHARE OF THE ANNUAL INSURANCE PAYMENT

It was unanimously DECIDED that the Parish Hall Management Committee should pay half the amount of the insurance. An invoice will be raised (ACTION CLERK).

5.6 NAT WEST ACCOUNTS SIGNATURE CHANGES

To be completed

5.7 TO SIGN THE DIRECT DEBIT MANDATE FOR NEST (National Employment Savings Trust)

This is part of the Compton Dando Parish Council registration with NEST.

The direct debit mandate was duly signed by two Councillors.

6. MATTERS ARISING

6.1 GYPSY PUBLIC INQUIRY WILL TAKE PLACE OVER 3 DAYS STARTING 4 OCTOBER 2016 – REMINDER

A reminder only. Everyone in Queen Charlton village is aware of the inquiry. Parish Councillors hope to attend.

6.2 KEYNSHAM AREA FORUM SHOWCASE BY THE CDCA

The Showcase presentation is now being made by the Village Agents.

6.3 LORRY SAT NAVS

6.3.1 HGV USAGE OF SAT NAVS - UPDATE CLERK

The Clerk reported that she has informed TomTom on Map Share Reporter and has also updated the information with regard to HGVs on Chewton Bridge and Slate/Peppershells Lanes on Here Map Creator.

It was suggested that Andy Marsh, the new Chief Constable, should be contacted and asked to give police support to encourage sat nav companies to be proactive about updating their sat navs., in order to help prevent lorries using unsuitable roads (ACTION CLERK).

Police support for keeping lorry sat navs up- to-date will be put forward as an agenda item for a Parish Liaison Meeting and an ALCA meeting (ACTION COUNCILLOR DD)

6.3.2 NEW SAT NAV WARNING SIGNS – UPDATE CLERK

The Clerk reported that she had a reply from Eurosigns UK asking for the size and whether reflective or non-reflective signs were required.

It was DECIDED to request a quote for both reflective and non-reflective. Two signs of size 45 cm by 30 cm and an x-height of 50 mm would be needed (ACTION CLERK).

7. MATTERS FOR DISCUSSION/DECISION

7.1 TO COMPLETE THE QUESTIONNAIRE ON A REVISED SCHEME FOR LOCAL COUNCIL TAX SUPPORT FROM APRIL 2017

The questionnaire is available by clicking here [online questionnaire](#). It will be available for ten weeks, until midnight on Sunday 16th October 2016.

This questionnaire has been sent to individual Councillors for completion. It was inappropriate for completing at a meeting due to the length of the questionnaire.

7.2 QUEEN CHARLTON CONSERVATION VILLAGE DRAFT APPRAISAL

To review the draft document and submit any comments to John Davey, consultant to B&NES Council, by the 7 October.

The Parish Council are pleased with the review and extend their thanks to John Davey. It was thought best for the group of people who attended the appraisal meeting on 5 July 2016, to be present at the review. It was noticed that Woollard (East) had been called East Woollard

instead of Woollard (East) in the Introduction of the draft Appraisal. John will be updated (ACTION CLERK).

7.3 TRAINING BUDGET

To decide if it is appropriate to increase the training budget in order for Councillors to attend courses that are thought necessary for the Parish Council to keep up-to-date with changes.

It was unanimously AGREED to increase the training budget for next year so that there will be enough funds for any necessary training. Some very useful courses are being offered by private companies at a higher cost than charged by ALCA, but they would prove very worthwhile for Councillors to attend.

7.4 TO DECIDE ON A WORKING PARTY FOR THE CONTINUATION OF FINGER POST MAINTENANCE AND REPAIR

An email with an explanatory letter was circulated in the Parish asking for volunteers and dates they were able to help.

The CDCA have offered to include the next finger post maintenance day with their next 'Clear up and Community Day' in Compton Dando on 8 October.

It was suggested that Sadie Cox could be contacted to see if anyone had a volunteer day still to offer and could help on 8 October (ACTION CLERK).

The Clerk is to liaise with Councillor HM and copy DD in on any communications.

7.5 BURNETT AS A CONSERVATION VILLAGE

7.5.1 TO DECIDE ON THE POSTAGE/DELIVERY OF INVITATIONS TO BURNETT AS A CONSERVATION VILLAGE MEETING ON 18TH OCTOBER

It was decided that all the invitations for one household should be sent in the same envelope via 2nd class mail.

7.5.2 TO DECIDE ON A COUNCILLOR TO LIAISE WITH THE CLERK WITH ALL MATTERS ASSOCIATED WITH BURNETT AS A CONSERVATION VILLAGE

Councillors HM and JD will be the liaison Councillors.

7.6 TO ASCERTAIN THE OWNERSHIP OF THE MILLENNIUM STONES

The Millennium Green Committee was set up by the Millennium committee in 2000. The Millennium Green was one of the 1999 Compton Dando Millennium Projects. The projects were planning and fundraising for 5 stone village name signs placed on the roadside at the entrance to Compton Dando; a wooden carved commemorative cross (now in the church); celebrations for the New Millennium Night; the Green and a photograph of the village children (now in the Parish Hall).

There is no one person, group of people or an organisation that owns the stones.

7.7 WAR MEMORIAL GRANT PRE-APPLICATION FORM COMPLETION

7.7.1 TO DECIDE ON AN ESTIMATED COST TO PUT ON THE WAR MEMORIAL PRE-APPLICATION GRANT FORM

A cost of £1 - £5000 was decided upon.

7.7.2 TO DECIDE ON A DESCRIPTION OF THE MAINTENANCE/REPAIR REQUIRED FOR THE PRE-APPLICATION FORM

It was decided to submit a copy of the professional assessment of the war memorial as part of the pre-application.

7.7.3 TO DECIDE ON A COMPLETION DATE FOR THE WORK

A completion date of December 2017 will be submitted.

8. PLANNING APPLICATIONS RECEIVED

8.1 16/03811/FUL Woodpecker Cottage, Chewton Road Chewton Keynsham BS31 2SS

Construction of an equestrian exercise area.

Compton Dando Parish Council OBJECT to the planning application for the following reasons:

The equestrian area is wrongly placed; it is too large for the area and is an overdevelopment (Policy D2).

From the church the views would be intrusive. The removal of the large tree is a concern because it would open up the area and have an impact on flora and fauna (Policy D2).

If B&NES Council should be minded to permit the application, the Parish Council would like a condition that the equestrian area should be kept for personal use only and that no light should be installed as they have concerns over light pollution (Policy D2). There is a concern that if usage was not for personal use only, that there could be an impact on traffic and highway safety (Policy D2).

8.2 16/04157/TCA Charlton House Penn Hill Lane Queen Charlton Bristol BS31 2SJ

T1: dead, remove. T2 _ 3 - Beech needs trimming. T4 - Copper Beech - needs trimming as overhanging road.

The Parish Council APPROVE the above application.

8.3 16/04303/TCA Cross Cottage Access Road to Charlton Farm Queen Charlton BS31 2SH

Purple Acer – fell and remove.

The Parish Council APPROVE the above application.

8.4 16/04404/FUL Highfield Redlynch Lane Chewton Keynsham Bristol BS31 2SN

Erection of annexe.

Compton Dando Parish Council OBJECT to the planning application for the following reasons:

The annexe will have an adverse effect on the Green Belt (Policy GB2) as the previous application 05/03839/REN, which was refused, also did.

The annexe is some distance from the main building and is not thought to be only suitable for the needs of an elderly relative.

Should B&NES Council be minded to permit the application, could a condition be included that keeps the annexe as part of the main property and not to be sold separately.

9. APPEALS

9.1 UPDATE ON: Appeal Ref: 16/00016/RF for Application Ref: 14/01379/FUL Rough Ground And Buildings Queen Charlton Lane Queen Charlton Bristol (CDPC Objected)

Change of use of land to private gypsy and traveller caravan site.

"An Inspector will attend the following venue on the 4th October 2016 at 10.00am to conduct the Public Inquiry.

Bath City Football Club, Twerton Park, Twerton, Bath, BA2 1DB

Anyone may attend the Public Inquiry and at the Inspector's discretion, give their views on the proposal. A booklet entitled 'Guide to Taking Part in Planning Appeals' is available free of charge. Should you require a copy, please telephone Council Connect on 01225 394041. Alternatively,

you can access these documents via the Planning Inspectorate website at <https://www.gov.uk/government/organisations/planning-inspectorate>.

Most Public Inquiries last for one day, but more complex cases can last two or more days. For more information please see our website

[Public Access](#) or contact the Case Officer on the above number or contact the Planning Inspectorate on 0303 444 5000."

(Retrospective) (Resubmission of 13/02781/FUL)

This was discussed in item 6.1 above.

- 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

11.115/02083/ADCOU THE PIGGERY THE GREEN, COMPTON DANDO, BRISTOL

An update has been received.

11.2 09/00640/undev QUARRY LODGE WOOLLARD

A verbal update was given by the Ward Councillor who said it is being worked on.

12. ITEMS FOR ACTION

12.1 None

13. CORRESPONDENCE FOR ACTION

13. None

14. CORRESPONDENCE FOR INFORMATION

14.1 SADIE COX REPLIED SBS Enquiry 663248 WITH THE FOLLOWING:

Thank you for your email concerning Redlynch Lane. I appreciate that concerns have been raised at a parish council meeting regarding a 'near miss accident' whilst I appreciate that this can be unsettling and unnerving for the driver I cannot carry out investigations on suspected sites. I have however noted the concerns raised.

14.2 EMAIL RECEIVED WITH THE POLICY DEVELOPMENT & SCRUTINY ANNUAL REPORT 2015-16 FROM B&NES COUNCIL

Scrutiny doesn't make decisions about council policies but instead makes recommendations to the cabinet or council.

Scrutiny doesn't deal with individual queries or complaints; or investigate planning or licensing decisions.

Members of the public can attend meetings and submit evidence to the panels and send comments on the reviews.

14.3 A LETTER HAS BEEN RECEIVED FROM RICHARDS EVANS THE TREASURER FOR ST MARY'S CHURCH COMPTON DANDO

Richard wrote to extend his thanks for the grant towards the repair of the church clock.

14.4 TWO EMAILS HAVE BEEN RECEIVED FROM A PARISHIONER CONCERNING THE CONDITION OF TWO ROADS IN COMPTON DANDO

14.4.1 COUNCIL CONNECT HAVE BEEN INFORMED OF A LARGE POT HOLE AT THE TOP OF FAIRY HILL

14.4.2 COUNCIL CONNECT HAVE ALSO BEEN INFORMED OF THE GENERALLY POOR CONDITION OF COCKERS HILL AND HAVE BEEN ASKED WHEN IT MIGHT BE RESURFACED

14.5 A PRESS QUOTE HAS BEEN SENT TO JO DOWNES OF RESOURCEFUL EARTH ON 8 SEPTEMBER 2016

Compton Dando Parish Council would be happy for you to use this quote for the press release this week.

Over the last few years, Angus and his team have informed the villages of the Compton Dando Parish of their plans, with regular updates via the Residents Liaison Group. Their team have explained what they hoped to do as they worked towards getting planning permission. At the Residents Liaison Group meetings, they explained how they planned to balance their needs and those of the local residents and we were able to input concerns on behalf of our Parishioners. Now, with BANES Planning Consent conditions on that permission, we believe that the impact will be minimal and that there will be benefits to the locality. We look forward to this facility being completed in the near future.

14.6 EMAIL RECEIVED BY A PARISHIONER CONCERNING A NEW STREET LIGHT POLE AT THE CORNER OF COURT HILL AND RANKERS LANE THAT HAS NO LIGHT ON IT.

It is believed that Western Power are responsible for the installation and there are concerns that there will be no light before the evenings draw in.

It was requested that Western Power should be contacted to see if they would pay the costs, since they decided to replace the poles to which the lights were attached (ACTION CLERK).

14.7 EMAIL RECEIVED FROM TOM HAYWARD TRANSPORT IMPROVEMENT PROGRAMME MANAGER FOR B&NES COUNCIL REGARDING 20 MPH SPEED LIMITS IN COMPTON DANDO

The Traffic Regulation Order (TRO) required to change the speed limit has now been sealed meaning the works involved to change the speed limit can now be programmed with our contractors.

With this many villages involved it will be hard for us to give exact implementation dates for each village so for now the plan is that our contractors (Skanska) will carry out the necessary signing and lining works during the month of October meaning the new 20mph limits should be up and running by the end of October.

The Parish Council were very pleased to have received notice that the TRO has now been sealed and look forward to having the new speed limit signs in the village.

15. REPORTS

15.1 PARISH HALL REPORT

There was no report this month.

15.2 VILLAGE UPDATES

15.2.1 The need to appoint a representative from the Parish Council to sit on the Parish Hall Management Committee at next year's Annual Parish Council Meeting, was raised. This appointment will be put on the agenda for the 2017 Annual Parish Council Meeting (ACTION CLERK).

15.2.2 The Queen Charlton Village Hall boiler blew up but money has been raised to replace it.

15.2.3 It was reported that the Compton Dando Dog Show was a success both socially and financially.

15.2.4 It was reported that the signs inside the telephone kiosks informing the public that the telephone is no longer connected, are now looking shabby and need replacing (ACTION COUNCILLOR HM).

15.3 PLACEMAKING PLAN HEARING SESSIONS COMMENCING TUESDAY 13TH SEPTEMBER 2016

Received and noted. There is a session relating to rural matters on 27th September that Councillor DD will be attending.

15.4 ALCA MEETING 14TH SEPTEMBER – COUNCILLOR DD (APPENDED)

15.5 AUTO ENROLMENT STAGE FOR COMPTON DANDO'S PENSION SCHEME

Compton Dando Parish Council have now been registered with NEST and a letter has been sent to the Clerk informing her of her options with regard to pensions. Compton Dando do not have to contribute to the Clerk's pension because she earns less than £5824 per annum making her an 'Entitled' worker.

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

16.1 None.

THE MEETING CLOSED AT 9.50 PM

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation

Compton Dando Parish Council

Meeting Date: 20/09/2016

Prepared by: Clerk Susan Smith
Approved by : Chair

Date: 10/09/2016
Date: 20/09/2016

Bank Reconciliation Date:	30/08/2016
Bank Balance at Date:	8,015.19
Unpresented cheques	0.00
Bank Balance less unpresented cheques	8015.19
 Cashbook Balance at Date	 8015.91

Unpresented Cheques

Date	Description	Cheque No	Amount
	Unpresented cheques		0.00

Cheques to be paid

Description	Cheque No	Amount
Clerk Training Inv:Tinv 06-01/16-17	001280	40
Came & Co Insurance ref 5312528	001281	1116.3
Clerk's Salary & Expenses	001282	404.81

Financial Report

From	01/04/2016	To	20/09/2016			
	Net	Vat	Gross	Budget	Variance	%Variance
Clerk's Salary	2081.72	0.00	2081.72	2980	-898.28	-30.14%
Clerk's Expenses	28.87	3.33	32.20	160	-127.80	-79.88%
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	650.00	0.00	650.00	1050	-400.00	-38.10%
Grass Cutting	90.00	0.00	90.00	650	-560.00	-86.15%
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	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	30.00	3.33	33.33	0	33.33	
Postage	11.74	0.00	11.74	25	-13.26	-53.04%
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	203.90	10.20	214.10	545	-330.90	-60.72%
Street Light Maintenance	133.92	26.78	160.70	350	-189.30	-54.09%
Training	10.00	0.00	10.00	200	-190.00	-95.00%
Website	0.00	0.00	0.00	120	-120.00	-100.00%

**Notes from B&NES ALCA meeting
Wednesday 14th September 2016**

1. Notes from meeting of 19th July 2016 were approved
2. Election of officers for B&NES Area Group

Chair – Rosemary Naish
Vice Chair – Judith Chubb-Whittle
2 Representatives to serve on ALCA County Committee - Robert Law
Meeting organiser – Kathy Thomas
3. Election of representatives of the B&NES ALCA Group to:

Bath Heritage Site Steering Group – Robert Law
B&NES Standard Committee – possibly Tony Crouch
4. Updates were received on the Cotswold AONB
Bath Heritage Site Steering Group
B&NES Parish Charter Review - Update by Rosemary Naish – series of meetings to be arranged to discuss the same with B&NES - Members elected to be represented on this group Veronica Packham Dr. Axel Palmer, Penny Williamson and Dawn Drury
5. Notions were agreed for the ALCA AGM on 8th October 2016
6. Decision was made on the priorities for the agenda for the next Parishes Liaison meeting on 12th October 2016

Topics put forward by B&NES:-

Identifying housing needs in rural areas
Waste and recycling services – recycling to be weekly in the future.
Devolution
The Parish Charter Review
Sweeper & ranger scheme

Topics to be put forward by ALCA (in order of priority)

Consultation on public transport
Lack of planning enforcement
Atrium up date

7. Dates of future Area Group meetings proposed:-

Wed 18th January 2017 – Saltford Village Hall
Thurs 25th May 2017 – venue tba
Thursday 28th Sept 2017 - venue tba
January 2018 meeting date to be re-arranged due to a clash with a Standards Board Committee meeting.

