

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)

IN ATTENDANCE: S Smith (Clerk), S Davis (Ward Councillor) and 3 Parishioners

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 21 JUNE 2016 IN COMPTON DANDO PARISH HALL

THE COUNCILLOR D DRURY DULY SIGNED THE DECLARATION OF ACCEPTANCE FOR THE POSITION OF CHAIRMAN.

A parishioner spoke objecting to the planning application 16/01992/FUL on the grounds of intrusiveness and noise.

1. APOLOGIES FOR ABSENCE:

Councillor T Butler

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.

Councillor D Drury declared disclosary pecuniary interest in item 7.7.6

Councillor H Maggs declared disclosary pecuniary interest in item 13.3

3. QUESTIONS ON NOTICE BY MEMBERS

None

4. MINUTES OF THE PREVIOUS MEETING HELD ON 17th MAY 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 21/06/2016 (Appended)

It was reported that the internal audit was now complete and the Annual Return had been sent to Grant Thornton the external auditors.

Bank Reconciliation for 20/05/2016

The attached Bank Reconciliation was received and noted.

5.2 Schedule of Expenditure for 01/04/2015 to 21/06/2016

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

5.3 Parish Hall Payments for 21 June 2016

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

Cheque no.	Payee	Description	Amount
974	J Dottridge	Consumables + Plaque E Penny	39.41
975	Mogford & Prescott	Emergency repairs + stop tap	254.06
976	L Fox	Consumables	12.10
977	K Bunyan	Village Lottery Prizes	50.00

5.4 CHANGE OF SIGNATORIES AT NAT WEST BANK FOR THE MILLENNIUM GREEN ACCOUNT

The remaining signatures were received and the documents are now ready to take to Nat West Bank (ACTION CLERK).

5.5 TO APPROVE AND SIGN CHEQUE FOR PAYMENT OF £150 FOR THE S137 GRANT AWARD TO COMPTON DANDO COMMUNITY ASSOCIATION FOR THE YOUTH CLUB INSURANCE

The cheque was APPROVED and signed following proof of purchase received by the Clerk.

5.6 PARISH HALL SHARE OF THE INSURANCE PAYMENT

To consider the amount that the Parish Hall should pay as their share of the insurance.

It was unanimously agreed that Compton Dando Parish Hall should pay half of the insurance payment as they had previously done. An invoice will be sent for £532.33, half of £1065.06 (ACTION CLERK)

HIRE OF BURNETT CHURCH FOR THE VILLAGE MEETING

It was reported that Burnett Church would invoice for the hire of the church for the village meeting in March this year. It was decided that it was too late to be invoiced for the use of the church for the 2015 village meeting.

6. MATTERS ARISING

6.1 ST MARY'S CHURCH CLOCK RESTORATION FUNDING UNDER PARISH COUNCILS ACT 1957, S.2 – UPDATE CLERK

The Parish Councils Act 1957 states:

A parish council may provide, maintain and light such public clocks within the parish as they consider necessary, and (subject to the provisions of section five of this Act) may cause them to be installed on or against any premises or in any other place the situation of which may be convenient.

Section 5 Provisions as to consents and access.

(1) A parish council or parish meeting shall not have power by virtue of the foregoing provisions of this Part of this Act to provide any seat, shelter, clock, lamp or lamp post, any other material or apparatus, . . . F11 —Words repealed by Road Traffic Act 1960 (c. 16), Sch. 18

(a) on any land or premises not forming part of a road, or in a position obstructing or interfering with any existing access to any such land or premises, except with the consent of the owner and the occupier of the land or premises; or

(b) in any road which is not a highway or in any public path, except with the consent of the owner and the occupier of the land over which the road or path runs; or

(c) in any such situation or position as is described in the first column of the following Table, except with the consent of the persons described in relation thereto in the second column of that Table.

It was unanimously decided to award £500 towards the restoration of St Mary's Church clock under the power of the Parish Councils Act of 1957, S2.

6.2 PARISH HALL GOVERNANCE DEED

6.2.1 Signing of the deed in line with the Standing Orders

The Governance Deed and Trustee Declaration were duly signed by the Chair and Vice-Chair.

6.2.2 Update on the Governance Deed's progress

Dick Whittington is making progress with sorting the documents required for the application to the Charities Commission.

6.3 LORRY SAT NAV - UPDATE CLERK

The Clerk reported that she had been unable to make progress on this apart from finding information stating that frequently lorry drivers did not use lorry sat navs and so were not informed of unsuitable lanes.

It was reported that support had been requested from the local police but a reply had not yet been received. Councillor DD reported that she is able to speak to Shirley Eden about this matter tomorrow.

6.4 CONFIRMATION OF ALCA REPRESENTATIVE

Councillor DD accepted the position of ALCA representative for the Parish Council.

6.5 FINGER POST CLEAN UP AND MAINTENANCE DAY UPDATE

The day has been rescheduled for Friday 22nd July. Elm Farm, Burnett will be the starting place and base for the day.

7. MATTERS FOR DISCUSSION/DECISION

7.1 DEVOLUTION

It was reported that there has been no discussion that more powers will be given to parish councils. Until the public consultation is opened in July, there is nothing to discuss.

7.2 VALUE OF ITEMS TO BE RECORDED IN THE ASSET REGISTER

To consider at what value should items be recorded on the Asset Register.

It was decided to have 3 asset registers:

- One for items below £250
- One for items above £250
- An amalgamated register.

(ACTION CLERK)

7.3 MISTERWHAT WEBSITE LINK

To consider putting a link to the 'Misterwhat' website on the Parish Council website.
<http://www.misterwhat.co.uk/>

“MisterWhat provides a comprehensive business directory of UK companies. The local listings are free to consult. You can find the company, firm, shop, restaurant, product or service you are looking for quickly and easily.”

It was decided that the Parish Council should not advertise private companies.

7.4 CIL BID FOR IMPROVEMENTS TO WHITCHURCH A37 JUNCTION – COUNCILLOR DD

The application is appended.

The Parish Council RATIFIED the CiL Bid application. The Clerk for Whitchurch Parish Council will be informed (ACTION CLERK).

7.5 REVIEW OF THE MEETINGS TAKING PLACE IN MAY

To consider the number of meetings that will take place in May 2017.

It was decided that the Annual Meeting of the Parish should take place in April from 2017. The Annual Parish Hall meeting will take place before the Annual Parish Council meeting, which will then be followed by the main Parish Council meeting in May.

7.6 MAINTENANCE OF COMPTON DANDO'S WAR MEMORIAL

To consider if the war memorial needs cleaning and/or maintenance.

It was reported that some parishioners were keen to see the war memorial in Compton Dando cleaned. It was also reported that there are grants available for this. Applying for a war memorial grant will be put as an item on the July agenda. The Clerk will look into what is required for the application. Photographs are needed for the application (ACTION Councillor HM).

It was reported that Daniel Boucher has cleaned up the lettering on the Stone Horse Fountain. He kindly offered his services free of charge to the village. It was reported that the CDCA send their thanks to Daniel. The Parish Council also wish to extend thanks to Daniel (ACTION CLERK)

7.7 ITEMS FROM VILLAGE MEETINGS

7.7.1 Speed Limits

It was reported that the process of introducing speed limit changes is a long one so the fact that there have been no updates is not surprising.

7.7.2 Potholes

It was reported that the potholes on the road from Burnett village to Compton Dando village, have been filled in.

7.7.3 Flooding on the B3116 Burnett village

The drain causing the problem was drained soon after the village meeting. It has been drained again since a few weeks ago, which tends to suggest the blockage has not been properly dealt with. This situation will be monitored.

7.7.4 Broadband speeds

Truespeed did a presentation at the Annual Meeting of the Parish offering the opportunity of faster broadband speeds with their company.

7.7.5 A37 Woollard Lane Junction

This item was discussed under item 7.4 above.

7.7.6 Burnett as a Conservation Village

It was decided that a meeting should be arranged for the villagers of Burnett with the Conservation Officer from B&NES Council. An invitation would be extended to a representative from Queen Charlton and Woollard villages for their input on living in a conservation village/conservation area. Councillor CW offered to speak about Queen Charlton as a conservation village. The meeting is to be arranged for the autumn (ACTION CLERK).

7.7.7 Traveller's Site at Queen Charlton

This matter is ongoing and in the hands of the legal teams. It was reported that the travellers have made another appeal.

7.8 UPDATE OF TRANSPARENCY CODE DOCUMENT

An updated version of this document needs to be published on the Parish Council website by 1 July. The document should contain the following:

- All items of expenditure above £100
- End of year accounts
- Annual governance statement
- Internal audit report

- List of Councillor's responsibilities
- The details of public land and building assets

The amended Transparency Code document was APPROVED.

7.9 COMPTON DANDO TELEPHONE BOX

Councillor AD is to arrange for the Compton Dando telephone kiosk to be painted free of charge.

8. PLANNING APPLICATIONS RECEIVED

8.1 16/01992/FUL The Gables, Common Lane, Compton Dando, Bristol, Bath & North East Somerset, BS39 4JU

Erection of shed for agricultural use at land to the rear of The Gables

The Parish Council unanimously decided to COMMENT ONLY on this application:

The effect on the green belt would be minimal (policy GB2) as the barn would be placed neatly behind the hedge and would be similar to other barns in the area.

Light usage may be a problem and should be considered for the future. There could be an environmental health issue related to the smell and noise generated by the livestock. The traffic and highways implications are acceptable and the site line is good (Policy D2).

The natural drainage would be towards the river Chew so conditions should be applied to any permission granted. No details on drainage are given in the plans (Policy D2).

The design and materials are satisfactory and the position of the building is good. (Policy D2).

The Parish Council question whether this is a full or outline application since the design and access statement mentions 'outline' but the application reference number states 'FUL'.

8.2 16/02544/FUL The Old School Court Hill Compton Dando Bristol Bath & North East Somerset BS39 4JZ

Erection of outbuilding in rear garden.

The Parish Council SUPPORT this application:

There will be no adverse effect on the green belt (Policy GB2).

The amenity of the neighbours' will be preserved and there would be no impact on the local natural environment. (Policy D2)

The materials and design are satisfactory (Policy D2)

8.3 16/02890/LBA Chewton Place Chewton Road Chewton Keynsham BS31 2SX

External alterations to renew external render.

The Parish Council SUPPORT this application:

The materials and render colour are suitable (Policy D2)

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

10.116/01050/CLEU Unregistered Flat Compton Cottage Court Hill Compton Dando Bristol
Use of property as residential flat (Certificate of Lawfulness for an Existing Use)
LAWFUL

10.216/01619/FUL : Compton House The Green Compton Dando Bristol Bath And North East Somerset
Erection of garage to rear.
PERMIT

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 THE DRAFT AGENDAS FOR THE PCAA AGM AND ORDINARY MEETING TAKING PLACE ON 28 JUNE HAVE BEEN RECEIVED

Judith Hoskins has requested that any comments or anything to add on these be received by the 23 June.

The Parish Council wish to comment that there have been more night flights recently and would like to know if there is a change in policy controlling the number of night flights (ACTION CLERK).

13.2 ALCA HAVE SENT A STRAW POLL REQUEST ON THE GOVERNMENT'S DEVOLUTION DEAL VOTE WHICH TAKES PLACE ON 29 JUNE 2016

Just to give some indication of what Parish Councillors think their Principal Authorities should do, ALCA are conducting a straw poll and would be grateful if individual Parish Councillors would take part.

Received and noted.

13.3 WOOSCOMBE WOOD DRAFT MANAGEMENT PLAN HAS BEEN SENT FOR COMMENTS – forwarded with pre meeting documents

Jon Clark has asked if the Parish Councillors wish to comment on the draft Woodland Management Plan which has been prepared for Wooscombe Wood, on behalf of Brian Maggs & family.

The plan will guide their management of this woodland that they created, over the next ten years.

It was reported that the draft plan was emailed to villagers giving them the opportunity to comment. The Councillors have no comments to make. It was asked that Jon be thanked for this notification of works proposed. (ACTION CLERK).

14. CORRESPONDENCE FOR INFORMATION

14.1 EMAIL RECEIVED FROM KEN WEBB, VILLAGE AGENT FOR WERN, CONCERNING 'RURAL HIDDEN HEROES'

Village Agents for West of England Rural Network (WERN), are putting on a series of events in partnership with the Armed Forces Covenant. If you served in the armed forces as a regular or did national service, they would be pleased to hear from you. This also applies the husbands, wives & families of those who have served.

villageagents@wern.org.uk 01275 333 700

Received and noted.

14.2 EMAIL WITH AN UPDATE FROM THE WEST OF ENGLAND JOINT SPATIAL PLAN ISSUES AND OPTIONS CONSULTATION

The responses and representations received as part of the Issues and Options consultation, which ran between November and January have now been published on their website.

<https://www.jointplanningwofe.org.uk/consult.ti/JSPIO2015/consultationHome>

Councillors will be considering these responses and the next steps for the Joint Spatial Plan and Transport Study in June. It is anticipated that further consultation on a draft Joint Spatial Plan will take place in the Autumn.

Received and noted.

14.3 EMAIL RECEIVED FROM KEN WEBB, VILLAGE AGENT FOR WERN, CONCERNING THE 'DIAL-A-RIDE' SERVICE

It is understood that Keynsham Dial-a-Ride are in discussions with Marksbury Parish Council exploring the possibility of operating a bus from there once a week into Keynsham. If this goes ahead it could possibly include the Compton Dando Community.

The Dial-a-Ride scheme is available to anyone who wants to use it, there are no age restrictions.

In order to gauge the interest in this service, anyone interested on using the service on a regular basis, please contact Village Agents details below or call Keynsham Dial-a-Ride direct on 01225 395628.

Ken Webb, Village Agent, West of England Rural Network Mobile tel: 07919006708 Office tel: 01275 333700

Received and noted.

14.4 EMAIL RECEIVED FROM ALCA WITH REGARD TO BROADBAND IN B&NES

Rural Broadband in North Somerset and BANES

ALCA has been briefed on the latest position regarding the rollout of rural broadband in North Somerset and BANES. Whilst the BT rollout which covers 90% of households is continuing and is nearing completion, Connecting Devon and Somerset, the Local Authority consortium which is overseeing the broadband rollout in NS and BANES has recently announced the launch of a significant programme for improved rural broadband to cover the final 10%.

The programme is in two parts:

- In the longer term up to 2020, a new superfast network will be rolled out on a universal service basis in all rural areas which are currently unable to receive superfast broadband. This will be provided by independent network providers using a range of technologies and should make broadband speeds available in rural areas comparable to those in cities.
- In the meantime, households and businesses which are currently unable to receive broadband speeds greater than 2Mb/sec are eligible to apply for a £500 subsidy voucher towards the installation of a fast broadband connection from one of a list of approved suppliers. The voucher scheme is now open.

Households wishing to take advantage of the voucher scheme individually are likely to find satellite service to be the most viable option. Whilst this can be a quick and easy solution to achieve 20Mb/sec broadband, applicants should be

aware of certain disadvantages. Delays in transmission (known as latency) can be problematic for conversations over Internet and for rapid response applications. Contract tariffs are dependent on data usage which can be expensive for high data applications such as film streaming; contract terms can vary between suppliers. Consent is enquired for satellite antennas on listed buildings.

Individual households and businesses are permitted to accumulate vouchers for use with a single approved supplier to achieve a communal scheme, however we are advised that there could be legal constraints on organisations such as Parish Councils and CIC's coordinating this process due to state aid rules.

More information and voucher application is available on the Connecting Devon and Somerset website.
<http://www.connectingdevonandsomerset.co.uk/cds-broadband-voucher-scheme/>

Received and noted.

15. REPORTS

15.1 PARISH HALL REPORT (appended)

The report was read out by the Clerk.

15.2 VILLAGE UPDATES

It was reported that Queen Charlton village had a successful fete raising just over £3000.

It was reported that the Millennium Green is no longer being mown. An email is to be sent to parishioners to ask if anyone is able to take on the task, paid or unpaid (ACTION COUNCILLOR HM). If no response is received following the email sent to the parishioners, Lesley Bowes will be asked for a quote (ACTION CLERK).

In the meantime, Councillor AD will arrange for the grass to be cut before the fete.

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

16.1 Millennium Green grass cutting.

THE MEETING CLOSED AT 9.55 PM

Bank Reconciliation
Compton Dando Parish Council
Meeting Date: 21/06/2016

Prepared by: Clerk Susan Smith Date: 14/06/2016
Approved by: Chair Date: 21/06/2016

Bank Reconciliation Date: 20/05/2016
Bank Balance at Date: 9,900.89
Unpresented cheques 0.00
Bank Balance less unpresented cheques 9900.89

Cashbook Balance at Date 9900.89

Unpresented Cheques			
Date	Description	Cheque No	Amount
	Unpresented cheques		0.00

Cheques to be paid

Description	Cheque No	Amount
Precept /Grant		-3620.25
PCAA subscription	001315	50
Chartax int audit	001316	120
CDPH hall hire yr 16/17	001317	168
ALCA audit training	001318	10
CDCA S137 award	001319	150
Clerks salary/exp	001320	399.28

Financial Report**From**

01/04/2016

To

21/06/2016

	Net	Vat	Gross	Budget	Variance	%Variance
Clerk's Salary	1003.34	0.00	1003.34	2980	-1976.66	-66.33%
Clerk's Expenses	13.33	3.33	16.66	160	-143.34	-89.59%
Clerk's PAYE	0.00	0.00	0.00	0	0.00	
Audit Fees	0.00	0.00	0.00	350	-350.00	-100.00%
Solicitor Fees	450.00	0.00	450.00	#N/A	#N/A	#N/A
Donation	0.00	0.00	0.00	0	0.00	
S137	0.00	0.00	0.00	1050	-1050.00	-100.00%
Grass Cutting	0.00	0.00	0.00	650	-650.00	-100.00%
Hall Hire	0.00	0.00	0.00	180	-180.00	-100.00%
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	0.00	0.00	0.00	255	-255.00	-100.00%
Notice boards	0.00	0.00	0.00	0	0.00	
Mobile Top Up	10.00	3.33	13.33	0	13.33	
Postage	2.00	0.00	2.00	25	-23.00	-92.00%
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	0.00	0.00	0.00	200	-200.00	-100.00%
Website	0.00	0.00	0.00	120	-120.00	-100.00%

Bid for Funding from Community Infrastructure Levy 2016/17

Please Note: When preparing your submission, please ensure that your proposal is in conformity with criteria set out in the Protocol and:

- ✓ *is supported by robust evidence;*
- ✓ *includes evidence of existing and additional demands and the extent to which existing infrastructure can meet those demands;*
- ✓ *includes estimated costs for the scheme and timing for delivery of the scheme;*
- ✓ *includes a reasonable assessment of alternative funding mechanisms available.*

1. Infrastructure Provider/Service/Body making the bid:

Whitchurch Parish Council, Keynsham Town Council, Compton Dando Parish Council

2. Project Lead Officer/Person and contact details:

Mrs Sue Dyer-Parish Clerk- Whitchurch Parish Council

3. Project Title:

A37/Woollard Lane - Roundabout & Pedestrian Safety Project

4. Project Summary:

Following the 1500 & 200 dwellings currently under construction or proposed in Keynsham & Whitchurch Village, the A37/Woollard Lane junction, which is currently extremely congested at peak times, will be put under severe pressure with the additional traffic created from the new developments heading toward the A37.

5. Who will the project be delivered by?

B&NES Highways

6. Is it included in B&NES Infrastructure Delivery Programme?

Not at present but the investigation into this junction is included in the B&NES Highway schemes – capital and structural programme 2016/2017.
This is currently in progress, awaiting results.

1. Is it included in B&NES Regulation 123 list?

Yes

Major congestion/gridlock along Charlton Lane, Woollard Lane, Sleep Lane, Queen Charlton Lane & A37, with a knock on effect on all the local adjacent villages.

9. How will the scheme help support the ongoing development in B&NES, taking account of where development has or is proposed to take place and the capacity of existing infrastructure to meet those additional demands?

Will alleviate traffic build up in Keynsham, Whitchurch Village and surrounding villages as a direct result of on going and existing development. Infrastructure is already saturated.

10. Funding summary: please explain the costs of the project, how much CIL funded is needed and when.

£500,000 approx. costings. Should be covered by CiL funding as a direct result of the new developments. Developers include Whitecroft, Bellway, Barratt Homes, Persimmon, Bloor & Taylor Wimpey.

11. What other funding sources have been identified/explored?

Regulation 123 list funding from Whitchurch & Keynsham listed.

a. If CIL funding is not available what is the likelihood of funding from these sources within next 5/10 years?

b. Does this lever in other funds that would not otherwise be available, e.g. needed to match or draw grant funding

c. Is the project likely to be directly linked to and necessary as a result of foreseeable development and therefore a separate S106 contribution or s278 may be justified?

Yes, as reported in the Core Strategy.

12. Please provide an outline of the implementation timetable, including key milestones:

To be determined.

13. Please specify responsibility for on-going maintenance costs:

Please complete and return this form to Alfred La Vardera, Planning Services, Lewis House, Manvers Street, Bath BA1 1JG [alfred.lavardera@bathnes.gov.uk] by 10th June 2016.

Parish Hall Committee report to the Parish Council.

19th June 2016

There is little to report since the round of AGMs last month except, perhaps, to say that the Hall has been offered to the forthcoming fete committee as the venue for their bric-a-brac cum white elephant stalls as well as selling the usual teas and cakes.

As ever, we feel it important to integrate the Hall as far as possible with the parish in general and the village in particular.

Progress is being made in marketing the hall as a venue to include the use of the newly installed projector and screen. Once insurance and replacement costs of any misplaced controller are established these will be included in the rental information.

During the chairman's absence in France (June to mid-September) the day to day running of the Hall is in the capable hands of the treasurer, as always, and Pam Cole and Harriette Dottridge so please address any immediate queries to them.

John Dottridge