

# COMPTON DANDO PARISH COUNCIL

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

**PRESENT:** D Drury (Chair), P Paget, A Dawes (AD), C Willows (CW), T Butler (TD), H Maggs (HM) + 5 members of the public

**IN ATTENDANCE:** S Smith (Clerk)

## MINUTES OF A PARISH COUNCIL MEETING

**HELD ON 19<sup>TH</sup> FEBRUARY 2019 IN COMPTON DANDO PARISH HALL**

- 1. APOLOGIES FOR ABSENCE:** Ward Councillor Sally Davis
- 2. NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA:**  
None.
- 3. QUESTIONS ON NOTICE BY MEMBERS**  
None
- 4. MINUTES OF THE PREVIOUS MEETING HELD ON 15<sup>TH</sup> JANUARY 2019**

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

Two planning applications were brought forward for discussion and a member of the public spoke about 'Sam Jam'.

### **5. FINANCE**

#### **5.1 Finance Report for Compton Dando Parish Council 19/02/2019**

##### **Bank Reconciliation for 25/01/2019**

The attached Bank Reconciliation was received and noted.

#### **5.2 Schedule of Expenditure for 01/04/2018 to 19/02/2019**

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

#### **5.3 Parish Hall Payments for 19/02/2019**

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

<b>Cheque Number</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
1090	L Fox	Consumables	£7.10
1091	H Dottridge	Lottery Prizes	£100.00
1088	L Fox	Consumables	£46.85
1089	L Fox	Water filter	£59.82

#### **5.4 TO RECEIVE NOTICE THAT HSBC ARE NOW ABLE TO OPEN AN ACCOUNT FOR COMPTON DANDO PARISH HALL FOLLOWING THE RECEIPT OF THE SIGNED MANDATE AND SALES ACKNOWLEDGMENT SLIP**

The Mandate and Sales Acknowledgement Slip were DULY SIGNED.

The Clerk will deliver them to HSBC bank (ACTION CLERK).

#### **5.5 TO RECEIVE NOTICE THAT A VAT REFUND OF £1219.93 HAS BEEN CREDITED TO THE PARISH COUNCIL ACCOUNT**

Received and noted.

**6. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 21<sup>ST</sup> NOVEMBER 2017:**

**6.1 None**

**7. MATTERS FOR DISCUSSION/DECISION**

**7.1 TO DECIDE ON DATES FOR THE VILLAGE MEETINGS**

It was decided to hold the Queen Charlton meeting on the 8<sup>th</sup> May and the Burnett village meeting on the 9<sup>th</sup> May. The Queen Charlton hall and Burnett church will be booked (ACTION CLERK).

The Compton Dando and Woollard East meetings will be held before the May Parish Council meeting on 21<sup>st</sup> May.

Chewton Keynsham will be contacted with suggestions of 13<sup>th</sup>, 14<sup>th</sup> or 16<sup>th</sup> May as possible dates for their village meeting (ACTION CLERK).

**7.2 TO CONSIDER QUOTES FOR PROTECTION OF THE CORONATION TREE TRAFFIC ISLAND IN QUEEN CHARLTON**

Keynsham Town Council are ordering posts 1.2m high, which will be set one foot into the ground making them 0.9 m high, which means that they will not need planning permission.

Each post costs £4.57. The ground staff have agreed to do the installation for a fee.

It was DECIDED to carry this item forward so that Councillor CW could check details of the number of posts required and the cost of the quote he had obtained, and Councillor DD could find out the labour costs for Keynsham Town Council ground staff. (ACTION COUNCILLORS CW AND DD).

**7.3 TO DISCUSS CONTACTING LAND OWNERS TO CUT BACK HEDGES TO INCREASE VISIBILITY AT THE WOOLLARD LANE CHARLTON ROAD JUNCTIONS**

It was DECIDED that it was too close to the nesting period to consider contacting landowners to cut back the hedging. It was reported that if the situation became more serious then B&NES Council could be contacted to permit the hedge cutting due to special circumstances.

**7.4 TO DECIDE ON ACTION TO RECOGNISE THE VOLUNTARY WORK GIVEN TO THE COMMUNITY BY DAVE FORD**

The Parish Council wish to thank Dave for his contributions to the tidiness of the Parish. His work is much appreciated.

It was suggested that Dave should be nominated for the next Community Awards.

**7.5 TO RECEIVE NOTIFICATION OF INTEREST FOR S137 GRANTS**

The Clerk reported that the following interests had been received:

- Funding to cut back the grass and rough saplings growing along the banks of the stream below the church field.
- Christmas tree lights for Compton Dando
- Defibrillator pads and maintenance for Compton Dando defibrillator

**8. PLANNING APPLICATIONS RECEIVED**

**8.1 19/00193/FUL Woodborough Peppershells Lane Compton Dando Bristol BS39 4LL**  
**Conversion of existing barn to provide rural worker dwelling ancillary to equestrian use. Additional stabling and all-weather lunging arena 20m x 20m**

The agent spoke in support of the application.

The Parish Council wish to submit comments only on the application:

There will be minimal adverse visual impact on the Green Belt (Policy GB2, LP page 154).

There will be a change to the amenity of the neighbours (Policy D2, LP page28).

The Parish Council would like a condition that there is no lighting to the arena.

There needs to be information on the disposal of waste from the site.

The Parish Council have concerns about access as it is narrow coming off a steep hill.

**8.2 19/00402/FUL Claytiles Bathford Hill Compton Dando Bristol Bath and North East Somerset BS39 4LD**  
**Erection of single storey rear extension following removal of existing conservatory.**

The applicant spoke before the discussion to explain the application.

The Parish Council SUPPORT the application for the following reasons:

There will be no adverse visual impact on the Green Belt (Policy GB2, LP page 154).

The amenity of neighbour's is preserved; there is no expected impact on the local, natural environment; the materials and design are satisfactory; the scale height and degree of extension are acceptable (Policy D2, LP page28).

**8.3 19/00555/FUL: Bailiffs Cottage the Green Compton Dando Bristol Bath and North East Somerset BS39 4LE**  
**Conversion of stables and outbuildings into a single dwelling.**

The Parish Council SUPPORT the application for the following reasons:

There will be minimal adverse visual impact on the Green Belt (Policy GB2, LP page 154). In fact, it is thought that the new building would be an improvement over the original building.

The amenity of neighbour's is preserved; there is minimal impact on the local, natural environment; the materials and design are satisfactory; the scale height and degree of extension are acceptable (Policy D2, LP page28).

**8.4 19/00596/TCA Manor Farm Cottage Access Road to Charlton Farm Queen Charlton Bristol Bath and North East Somerset BS31 2SH**  
**Lawson Cypress (T2,3,4) Fell**

The Parish Council has NO OBJECTION and will go with the recommendation of the arboriculture specialist.

## **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](http://www.bathnes.gov.uk)**

**10.1 18/03790/FUL Compton Green Farm the Green Compton Dando Bristol BS39 4LE**  
**Change of use from agricultural use to dwelling (C3). (CDPC objected Sept 2018)**

**PERMIT**

**10.2 19/00166/TCA The Manor Queen Charlton Lane Queen Charlton Bristol Bath and North East Somerset**

**T1 sycamore - 25% crown thin. T2 horse chestnut - 2m crown reduction to upper canopy and 4m crown reduction to lower canopy. T3 holly - remove 1 x limb and reduce remaining crown. T4 horse chestnut - reduce upper canopy by 2m and lower canopy by 4m. T5 black pine - crown thin of 20%.**

**NO OBJECTION**

**10.3 Appeal Ref: APP/F0114/C/17/3192159**

**Land at Lime Kiln Farm, Charlton Road, Queen Charlton, Bristol BS31 2TW**

**APPEALED DISMISSED**

#### **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](mailto: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 17/00/563/WASTE**

The Clerk reported that no update has been received.

##### **11.2 16/00205/UNAUTH - Lime Kiln Farm**

The owner and occupier have been advised in writing that the enforcement notice needs to be complied with by 28<sup>th</sup> July 2019.

#### **12. ITEMS FOR ACTION**

12.1 None

#### **13. CORRESPONDENCE FOR ACTION**

##### **13.1 A DRONE AWARENESS POSTER WAS RECEIVED FROM BRISTOL AIRPORT WITH A REQUEST TO CIRCULATE**

The Clerk reported that laminated versions of the poster to display in the village noticeboards, had been requested.

The poster has also been circulated through email and is displayed on the Parish Council website.

##### **13.2 EMAIL FROM KEYNSHAM TOWN COUNCIL INFORMING OF A PUBLIC MEETING ON BRISTOL AIRPORT EXPANSION AT 7PM ON MONDAY 25<sup>TH</sup> FEBRUARY AT THE SPACE IN KEYNSHAM**

"Hilary Burn from PCAA will be speaking. Bristol Airport have declined to attend stating that the last meeting in Keynsham was poorly attended.

We would therefore like to invite each of the neighbouring parishes in the flightpath to nominate a representative to speak about your own resident's concerns and what actions the Councils have been taking.

Councillor CW will represent the Parish Council at the meeting.

Keynsham Town Council will be informed (ACTION CLERK).

### **13.3 EMAILCIRCULATED BY THE GOVERNMENT INFORMING OF THE NEED TO MAKE THE PARISH COUNCIL'S WEBSITE MEET ACCESSIBILITY REQUIREMENTS BY 23 SEPTEMBER 2020**

<https://gds.blog.gov.uk/2018/09/24/how-were-helping-public-sector-websites-meet-accessibility-requirements/>

There are 2 main requirements:

- **meet accessibility standards** - this means making your website ‘perceivable, operable, understandable and robust’ for all users - you can achieve this by making sure it meets the international accessibility standard, [WCAG 2.1 AA](#) or its European equivalent, [EN301 549](#)
- **publish an accessibility statement** - this must be based on a template statement that will be provided by early 2019.

Currently, the Parish Council website has limited accessibility using a keyboard and shows limited features as suggested by the following link:

<https://parish-council.website/website-accessibility-dos-and-donts-a-pictorial-guide/>

**NALC have asked if they can share the question raised by the Clerk, to which advice has now been received by their solicitor.**

The Clerk reported that NALC have advised that nothing should be done until they are able to offer advice.

It was DECIDED that NALC could use the question posed by the Clerk.

### **13.4 LETTER RECEIVED FROM B&NES COUNCIL INFORMING THAT THE CONSULTATION IS NOW OPEN ON THE DRAFT JOINT LOCAL TRANSPORT PLAN 4**

The full version of the JLTP4 is available on the consultation webpage at

[www.travelwest.info/JLTP](http://www.travelwest.info/JLTP)

There is also a Priority Transport Simulator to help you prioritise which transport improvements are important to you:

<https://transportplan.prioritysimulator.com/budget>

The consultation closes on the 20th March 2019.

Details were provided to all Councillors for discussion at the March meeting.

### **14. CORRESPONDENCE FOR INFORMATION**

#### **14.1 EMAIL RECEIVED FROM FDC LAW INFORMING THAT THE PARISH HALL IS NOW REGISTERED AS COMPTON DANDO PARISH HALL WITH THE LAND REGISTRY**

Received and noted.

**14.2 EMAIL FROM SAM KAYSER INFORMING THAT AN INCIDENT OF A LORRY EXCEEDING THE WEIGHT LIMIT FOR CHEWTON BRIDGE ON THE 31/01/2019 HAD BEEN REPORTED AND WAS FOLLOWED UP.**

Received and noted.

**14.3 EMAIL FROM ALCA WITH RESULTS OF THE ROYAL GARDEN PARTY DRAW**

The ex-Councillors chosen were Cllr. Christine Willmore (Yate Town Council - South Gloucestershire) and Mr Noel Walter (ex-Locking Parish Council - North Somerset).

Received and noted.

**14.4 EMAIL RECEIVED FROM THE ARMISTICE COMMITTEE STATING THAT DUE TO THE RECEIPT OF A DONATION OF £200, THEY WILL HAVE THE STONE NAME PLATES OF THE WWI SOLDIERS CLEANED AND REPAINTED**

The work will be carried out late March at a cost of £286.50 so another £86.50 will need to be raised. A Notice of Intention will be posted to the village.

It was reported that more money has been donated so that the Armistice Committee now have sufficient funds for the work.

The Parish Council are pleased that the Armistice Committee have taken on the organisation of these improvements to the War Memorial.

**14.5 EMAIL RECEIVED FROM A RESIDENT OF CHEWTON KEYNSHAM INFORMING OF THE CLOSURE OF THE ROAD FROM GREATWOOD HOUSE TO THE WELLSWAY DUE TO THE REPLACEMENT OF THE WATER MAIN BY BRISTOL WATER**

The work commences on 11<sup>th</sup> February for 20 weeks. Following this, the Chewton Bridge will be closed up to the Wellsway for 10 weeks from mid-June. The times are an estimate.

Activity in your area can be checked using the following link;

<https://inyourarea.digdat.co.uk/bristolwater>

Received and noted.

**15. REPORTS**

**15.1 PARISH HALL REPORT (APPENDED)**

**15.2 VILLAGE UPDATES**

**15.2.1** The Parish Council wish to thank Ward Councillor Sally Davis for printing more walking maps of the area to be displayed in the village telephone kiosks.

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

An item to discuss 'Sam Jam'

**DATE OF NEXT MEETING IS 19<sup>TH</sup> MARCH AT 8.00PM IN COMPTON DANDO PARISH HALL**

**THE MEETING CLOSED AT 9.30PM**

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

**Bank Reconciliation**  
Compton Dando Parish Council

19/02/2019

Prepared by: Clerk Susan Smith  
Approved by : Chair

Date:  
Date:

08/02/2019  
19/02/2019

<b>Bank Reconciliation Date:</b>	25/01/2019
<b>Bank Balance at Date:</b>	9,994.31
<b>Unpresented cheques</b>	378.34
<b>Bank Balance less unpresented cheques</b>	9615.97
<b>Cashbook Balance at Date</b>	9615.97

	<b>Unpresented cheques</b>		
15/01/2019	Clerk's Salary and Expenses	001370	378.34
	<b>Unpresented cheques</b>		378.34

**Cheques to be paid**

Description	Cheque No	Amount
Clerk's salary and expenses	001375	229
FDC Law for PH Land Registration	001374	514.04
Kelston Forge Redlynch FP	001394	1860
PAYE 05 Jan to 05 Feb month 10	001395	11.37
Thomas Silvey Ltd inv 509150	001396	241.24

**Financial Report**  
From

01/04/2018 To 19/02/2019

	<b>Net</b>	<b>Budget</b>	<b>Variance</b>	<b>%Variance</b>
Clerk's Salary	3997.81	4133.20	-135.39	-3.28%
Clerk's Expenses	57.60	64.26	-6.66	-10.36%
Clerk's PAYE	126.17	0.00	126.17	
Audit Fees	200.00	367.20	-167.20	-45.53%
Solicitor Fees	350.00	0.00	350.00	
Donation	150.00	25.50	124.50	488.24%
Grants Given	500.00	2040.00	-1540.00	-75.49%
Grass Cutting	800.00	816.00	-16.00	-1.96%
Hall Hire	172.00	171.36	0.64	0.37%
Hall Refurb	0.00	0.00	0.00	
ICO	35.00	35.70	-0.70	-1.96%
Parish Hall Insurance	1079.18	1224.00	-144.82	-11.83%
Memberships and Subs	281.00	267.24	13.76	5.15%
Signs Notice boards	1445.14	0.00	1445.14	
Mobile Top Up	30.00	71.40	-41.40	-57.98%
Postage	16.08	30.60	-14.52	-47.45%
Office Supplies	79.09	40.80	38.29	93.85%
Telephone Kiosks	0.00	102.00	-102.00	-100.00%
Street Light Electricity	338.07	546.72	-208.65	-38.16%
Street Light Maintenance	267.84	382.40	-114.56	-29.96%
Training	165.00	306.00	-141.00	-46.08%
CiL Payments	0.00		0.00	
Website	0.00	122.4	-122.40	-100.00%
Parish Hall Expenses	4339.19		4339.19	

# Parish Hall Report

February 2019

The Hall management committee met in the middle of the month to report and discuss satisfactory levels of bookings, up year on year, and annualised revenue streams that matched income to expenditure with the exception of the boiler purchased last August.

However the meeting was dominated by the resignation of our caretaker, Lorraine Fox, after more than fifteen successful years in office.

Lorraine has run a tight ship during her tenure: keeping the building in a first class condition as well as running a very well managed booking system and we are going to find it hard to replace her.

Nevertheless, the committee members are searching all possible recruitment avenues and we hope to report a new appointment before too long.

Of course, if anyone in the parish would be interested in the job, please let someone on the hall committee or a parish councillor know or look out for notices pinned up locally and the advertisement in the parish magazine.

John Dottridge