

# COMPTON DANDO PARISH COUNCIL

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

## PARISH COUNCIL AGENDA

TO BE HELD ON 15<sup>TH</sup> MARCH 2016 IN COMPTON DANDO PARISH HALL

To all Parish Councillors

You are summoned to attend a meeting of the Parish Council on Tuesday 15<sup>TH</sup> MARCH 2016  
At 8.00pm in the Parish Hall in Compton Dando

Susan Smith – Clerk to the Parish Council

Date: 8<sup>TH</sup> MARCH 2016

**The public are welcome to attend.**

### **PUBLIC PARTICIPATION:**

Please note that prior to the official business of the meeting; members of the Parish are welcome to raise any Parish issues. Additionally, planning applications may be verbally presented by the applicant or their agent.

Please inform the Parish Clerk prior to the meeting if you wish to arrange a speaking slot. Please keep your speech to a maximum of 3 minutes.

This meeting may be filmed or recorded (please refer to the Parish Council protocol on the filming and recording of meetings, adopted 16<sup>th</sup> September 2014, available at [http://www.comptondando-parishcouncil.org.uk/docs\\_publications/](http://www.comptondando-parishcouncil.org.uk/docs_publications/)).

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA**
3. **QUESTIONS ON NOTICE BY MEMBERS**  
Members may ask the Chairman any question concerning the business of the Council, provided that notice of the question has been given to the Parish Clerk in writing at least 4 clear days before the meeting where possible, and in any case to the Chairman, in writing, before the meeting.
4. **TO CONFIRM MINUTES OF THE PREVIOUS MEETING HELD ON 16<sup>TH</sup> FEBRUARY 2016**
5. **FINANCE**
  - 5.1 **TO RECEIVE A REPORT OF PARISH COUNCIL FINANCE**
  - 5.2 **TO APPROVE AND SIGN CHEQUES FOR PAYMENT FOR THE PARISH COUNCIL**
  - 5.3 **TO APPROVE AND SIGN CHEQUES FOR PAYMENT FOR THE PARISH HALL**
  - 5.4 **DECISION ON PAYMENT OF THE ANNUAL DATA PROTECTION FEE BY DIRECT DEBIT**  
This payment is not optional and it would be more cost effective to pay by direct debit.
  - 5.5 **DECISION ON THE METHOD TO USE FOR THE CALCULATION OF THE CLERK'S HOME EXPENSES**  
The document detailing the information will be forwarded before the meeting.
  - 5.6 **TO SIGN NEW CONTRACT OF EMPLOYMENT FOR CLERK**  
Required because hours worked per week will increase from 6 to 8 hours per week at the beginning of the new financial year. This time includes holiday payment.

## **5.7 DECISION ON WHETHER TO OPT-IN OR OPT-OUT OF HAVING AN EXTERNAL AUDIT FROM 2017 TO 2018 FINANCIAL YEAR**

With effect from 2017/18, very few smaller authorities (income and expenditure less than £25,000), will be required to undergo a limited assurance audit review or to pay any audit fee.

If the Parish Council decides to have a limited assurance audit review, despite not being required to do so, it will need to inform SAAA by the end of the financial year in question. SAAA will then appoint an auditor to undertake the review, for which a fee of £200 will be payable.

If the Parish Council decide to opt-out of an external audit, it will also need to complete an annual exemption form (which SAAA will provide) and submit this to SAAA or an auditor specified by SAAA by an agreed date. By completing this form, you certify that under the Regulations, there is no requirement for a limited assurance audit review for the financial year in question.

## **5.8 RE-SIGN EDF DIRECT DEBIT FORM AS THE WRONG FORM WAS USED**

### **5.9 PURCHASE OF MALWAREBYTES AT £19.95 PER YEAR**

The Clerk is currently using a trial version to prevent malware 'pop-ups' and to clear up effect of a recent malware attack.

## **5.10 APPROVAL TO RECLAIM VAT**

## **6. MATTERS ARISING**

To receive any available updates on matters arising from last meeting:

- 6.1 ASSETS OF COMMUNITY VALUE**
- 6.2 PROGRESS ON INSTALLATION OF THE PROJECTOR IN THE PARISH HALL**
- 6.3 POTHOLE IN WOOLLARD FOR WHICH HIBERNIANS ARE RESPONSIBLE – UPDATE COUNCILLOR AD**
- 6.4 REPAIR OF VERGES AGREED BY M&M CONTRACTORS – UPDATE COUNCILLOR PP**
- 6.5 OBSTACLE IN STALCOMBE LANE – UPDATE CLERK**
- 6.6 BLOCKED DRAIN AT THE BOTTOM OF BATHFORD HILL – UPDATE CLERK**

## **7. MATTERS FOR DISCUSSION/DECISION**

### **7.1 REFURBISHMENT OF WORDING ON PARISH FOUNTAIN**

A quote last January was for £165 to do the work.

### **7.2 LETTER OF ENGAGEMENT FROM SOLICITOR JONATHAN DAWSON FOR PREPARATION OF THE AMENDED PARISH HALL DEED**

A decision is required on whether the terms are acceptable.

The document detailing the information will be sent before the meeting.

### **7.3 CLARIFICATION OF S137 GRANT PAYMENTS TO CHURCH OF ENGLAND CHURCHES**

Legally under the Local Government Act 1894, a Parish Council is not permitted to make payments through the S137 Grant scheme to Church of England Churches. The Society of Local Council Clerks (SLCC) is awaiting confirmation of the Government's intentions.

### **7.4 DATE FOR QUEEN CHARLTON VILLAGE MEETING**

Decision to be taken for another date because the Queen Charlton Hall was booked on 9 March.

## **8. PLANNING APPLICATIONS RECEIVED**

### **8.1 16/00611/FUL Warners Farm Chewton Road Chewton Keynsham Bristol BS31 2SS**

Erection of garage and ancillary storage following demolition of existing garage and barn.

### **8.2 16/00556FUL Parcel 3054 Redlynch Lane Chewton Keynsham B&NES**

Change of use of building west of Latchets from general purpose agricultural barn to equestrian stables. (Retrospective) (Resubmission of previously approved scheme)

### **8.3 15/04290/FUL Williams and Persimmons Homes Severn Valley**

Residential Development of 100 new dwellings (Use Class C3), new vehicular access off Charlton Road, and associated landscaping, drainage and infrastructure works.

A document has been received from the village of Chewton Keynsham which has carried out its own traffic survey (Appended). The residents survey was carried out over 3 days and found higher volumes of traffic than the professional survey.

**8.4 15/03406/CONSLT Horseworld Consultation**  
Discussion of transport considerations.

**8.5 16/00859/LBA Tucking Mill Farmhouse, Tuckingmill Lane, Compton Dando, Bristol, Bath And North East Somerset, BS39 4LF**

Internal and external alterations to provide additional internal accommodation to residential annexe Tucking Mill Barn (ancillary to main dwelling) and minor works to existing garage.

**8.6 16/00856/FUL Tucking Mill Farmhouse, Tuckingmill Lane, Compton Dando, Bristol, Bath And North East Somerset, BS39 4LF**

Construction of additional internal accommodation to residential annexe Tucking Mill Barn (ancillary to main dwelling) and minor works to existing single garage.

**8.7 Planning application 15/05792/FUL for Manor Farm**  
**This application had been referred to Committee.**

Emma Watts, the case officer stated in an email:

Further to the comments submitted by Keynsham Town Council and Compton Dando Parish Council, this case has been referred to the Chair of the Planning Committee who has decided that the application should be determined by the Planning Committee for the following reason:

“This application is controversial as the comments from the Councils adjacent to this site show; third party comments reflect these views while the statutory consultees have no objections. The Officer has considered the comments made & explained planning policy linked to the points raised but in light of the previous history of the site & the comments made by all parties I recommend this application be determined by the planning committee.”

The application should be on the agenda for the Planning Committee held on 6 April.

## **9. APPEALS**

**9.1 APPEAL REFERENCE 16/00016/RF FOR FULL APPLICATION 14/01379/FUL Rough Ground and Buildings Queen Charlton Lane Queen Charlton Bristol**

Description of Proposal: **Change of use of land to private gypsy and traveller caravan site (Retrospective) (Resubmission of 13/02781/FUL)**

The circumstances have not changed since the appeal was dismissed on planning application 09/03202/FUL.

## **10. DECISIONS**

**10.1 APPEAL REF: APP/F0114/D/15/3140880 AGAINST THE DECISION OF REFUSAL ON 15/04134/FUL - Pows Cottage, Vicarage Lane, Compton Dando for the erection of a garage.**  
The appeal has been dismissed by the Planning Inspectorate.

## **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.**

**12. ITEMS FOR ACTION**

None.

**13. CORRESPONDENCE FOR ACTION**

**13.1 QUEEN'S 90<sup>TH</sup> BIRTHDAY COMMEMORATIVE MEDAL AVAILABLE TO BUY BY COUNCILS AND SCHOOLS**

**13.2 POSTER FOR DISPLAY FROM THE PINELEA DAY CENTRE WHICH NOW HAS VACANCIES FOR NEW SERVICE USERS THAT SUFFER FROM DEMENTIA**

The aim of the service is to help those affected by dementia. Pinelea, which is based in Midsomer Norton, has transport so can help people travel to and from the service from within the Parish.

Tel: 01225 396491 [bath@alzheimers.org.uk](mailto:bath@alzheimers.org.uk)

**13.3 EMAIL RECEIVED INFORMING THE PARISH COUNCIL THAT THE WAR MEMORIAL IN COMPTON DANDO IS TO BE SURVEYED AND AUDITED BY DAVID McLAUCHLIN OF McLAUCHLIN ROSS LLP**

Confirmation of ownership of the memorial and the land that it stands on has been requested.

**13.4 IAN GILCHRIST THE CHAIRMAN OF B&NES COUNCIL HAS SENT AN INVITATION TO A 'THANK YOU' RECEPTION TO ALL CHAIRMAN, COUNCILLORS AND CLERKS.**

The reception will take place in the Keynsham Community Space on Wednesday 20 April 2016 between 6.00 pm and 7.00 pm. R.S.V.P via the Clerk.

**14. CORRESPONDENCE FOR INFORMATION**

**14.1 EMAIL RECEIVED STATING THAT B&NES COUNCIL HAVE APPROVED THE 2016/2017 BUDGET**

The budget is aimed at increasing efficiency and protecting front-line services.

**14.2 THE CLERK RECEIVED AN INVITATION FROM ALCA TO COMPLETE A SURVEY WITH REGARD TO HOW MUCH COMMUNICATION WAS DONE BY EMAIL**

**14.3 CLOSURE OF PEPPERSHELLS LANE DUE TO BLOCKAGE BY AN HGV VEHICLE**

**14.4 AN UPDATE ON PARKING ON THE PAVEMENT CLOSE TO THE TWO-HEADED MAN JUNCTION RECEIVED FROM CLAIRE GREGORY (SERVICE SUPPORT) OF B&NES COUNCIL**

Our Highway Inspector for the area attended the site on Friday and could see no issues that would cause danger. He spoke to the owner of the business who confirmed that the police had visited and explained they were causing a serious hazard on the highway and gave them a warning. The owner assured our inspector that they wouldn't do it again.

Obviously if you have any concerns they are slipping again, please call the police in the first instance but also advise us so we can also monitor.

**14.5 West of England: Update on Gypsy and Traveller Work**

Lisa Bartlett said the Bath and North East Somerset continued to work with its partners in the West of England. Main issues for B&NES are the large proportion of land in the Green Belt (and to allocate a site in the Green Belt, exceptional circumstances need to be made to justify such an allocation) and the lack of suitable located, available, developable and deliverable non-Green Belt sites.

Partners were reviewing their areas but early consultations had indicated that there

was no capacity in the other areas for travellers from Bath and North East Somerset. It was not possible for a local authority to allocate sites in its area for travellers from another area, which meant that travellers from other areas could not be allocated sites within B&NES. Recent changes to government legislation gives greater protection for the Green Belt and greater protection for the countryside in general. Councillor Veal asked if the traditional routes of gypsies and travellers were known, and he also said that river travellers needed to be taken into consideration. Lisa replied that she had no information on the traditional routes of travellers in B&NES. An assessment of river travellers was being undertaken.

#### **14.6**

##### **EMAIL RECEIVED INFORMING THE PARISH COUNCIL THAT THE BRISTOL AVON LAND AND WATER TEAM HAVE BEEN NOTIFIED OF A SEWAGE LEAK ON REDLYNCH LANE**

The Environment Officer, Steve George had sent this response to the parishioner who had contacted him about the problem:

Thank you for your report of sewage at Redlynch Lane. We have received this report previously and there is a property identified that might be the source, although this has not been positively confirmed.

This report would not generally be attended however I propose to write to the property owner advising them of this matter and asking that they ensure they are properly maintaining whatever sewage treatment system they have on site.

If seeping out of the ground as you suggest it may be that this is a temporary problem due to rainfall leaving the ground saturated and unable to cope with any sewage discharge. Hopefully I will be able to discuss this with the property owner.

#### **14.7 AN EMAIL FROM THOMAS HAYWARD, PROJECT MANAGER FOR B&NES COUNCIL, CONCERNING THE PUBLIC CONSULTATION DATES FOR SPEED LIMIT RESTRICTIONS IN COMPTON DANDO**

He stated "I can confirm that the public consultation is likely to begin within the next month. The public notice is currently with our legal team for checking before the advert goes to press."

### **15. REPORTS**

#### **15.1 PARISH HALL REPORT**

#### **15.2 VILLAGE UPDATES**

#### **15.3 LANDSCAPE AND TREES TRAINING REPORT – COUNCILLOR PP**

#### **15.4 PCAA MEETING ON 26 JANUARY 2016 – COUNCILLOR CW**

#### **15.5 JOINT SPATIAL PLAN WORKSHOP**

#### **15.6 KEYNSHAM FORUM MEETING 17<sup>TH</sup> FEBRUARY 2016 (APPENDED)**

#### **15.7 PARISH LIAISON MEETING 24<sup>TH</sup> FEBRUARY 2016 (APPENDED)**

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

## **Proposed Development at Charlton Road, Keynsham: KE4**

### **Response on behalf of the Residents of Chewton Keynsham to the “Technical Note 1” of WYG (on behalf of Persimmon Homes) dated February 2016**

[1] The following abbreviations will be used in this response document:

- “*The TN*”: the “Technical Note 1” of WYG (on behalf of Persimmon Homes) dated February 2016.
- “*The TA*”: the Transport Assessment submitted to BANES in October 2015 to accompany the Persimmon Homes planning application.
- “*FMW*”: FMW Consultancy Ltd, the author of the TA. FMW is now part of WYG.
- “*The residents*”: the residents of Chewton Keynsham.
- “*The IMA report*”: the report by Mr Paul Greatwood of IMA Transport Planning on behalf of the residents dated November 2015.

[2] The residents have considered the contents of the TN and have consulted IMA Transport Planning for comments. We would wish to raise the following points.

#### **Traffic Flows**

[3] WYG say that the traffic flows described in the TA were collected by a professional survey company and that as traffic flows vary day to day, there is no reason to doubt the accuracy of their data. In response:

- 3.1 In the TA, FMW chose to present traffic flows for Redlynch Lane (77-78 in the wider network peak hours) that were lower than the actual peak that their survey recorded on the lane (83-89).
- 3.2 The residents’ data is both accurate and more extensive, being conducted over three days. It is clear from the residents’ surveys that traffic flows are consistently very much higher than FMW/WYG have tried to present.
- 3.3 The Traffic and/or Highways Departments of BANES installed an automatic traffic counter on Chewton Road in the centre of Chewton Keynsham for a period of one week, early in December 2015, shortly after submission of the IMA report by the residents. This exercise should have provided definitive information on traffic levels; and the results of that survey need to be made available to all parties considering this issue. (Note: Unfortunately any recorded speeds collected by the survey will have been artificially low, given that the road was seriously constricted by builders’ vehicles at two locations throughout that particular week).

**Notes from the  
Keynsham Area Forum meeting – Wednesday 17<sup>th</sup> February 2016**

## 1. Updates during public Q & A Session

Local police matters and crime stats: -

Overall comparison January 2015 to January 2016 – total crimes for month 2015 = 80. Total crimes for month 2016 = 102 so slight increase.

Recent robberies of elderly ladies have been resolved with the apprehension of the perpetrator of the crime.

The Police will forward full stat in formation for year on year as requested (details to follow).

2. Council budget- Cuts need to be made but B&NES will ensure they protect mainline front services. Budget items having direct impact on Compton Dando Parish - monies allocated for assessment work/works Woollard Lane junction with A37 and Two Headed Man junction.
3. Joint Spatial Plan – workshops to begin 18<sup>th</sup> February 2016 – Forum responses will be provided after future meetings.
4. Parish Clerks survey – Working party set up to improve communication between Clerk's in B&NES. Check with your clerk that she has received the survey!
5. Representation of other partnership groups – No further updates

## Q & A

Two more units in Keynsham Market Walk now let – One will be a hairdressers and the other an employment agency.

It is unlikely that the Avon Fire Head Quarters will be in Keynsham so the current Fire station site will more than likely be developed.

Keynsham Leisure Centre site and plans are still up for debate. The contract with GLL for the running of the Leisure has still not been signed as there are issues with the Rec Leisure Centre site in Bath that is to be run by the same company. There will be more information regarding this in March.

Presentation by Paul Pearce on Green Space Strategy 'connecting people to green space throughout B&NES'. Take a look at the document 'B&NES Green Space Strategy' via the B&NES website.

Future of policing and community safety matters – presentation by new chief Inspector Kevin Thatcher Avon and Somerset Police and Samantha Jones B&NES Inclusive Communities Manager. They explained the lighthouse integrated victim & witness core programme. Also, safe zones for vulnerable people (shops/office where symbol displayed in the window) in Keynsham & Mid Somer Norton.

Community Alcohol Partnership – set up to stop drinking in the street – It is possible that this may be put into force in Keynsham

There is a new Chief Constable for the area PC Andy Marsh.

Next Forum date Thursday 7<sup>th</sup> April 2016 at 6.00 p.m.

## PARISH LIAISON MEETING WEDNESDAY 24 FEBRUARY 2016

### 4. Urgent Business

B&NES Council announced that they would be hosting, in the Keynsham Community Space, a social event giving the opportunity for Councillors to meet one another. The Peter Duppa-Millar video will be shown during the evening and suggestions for other things that could take place would be welcomed.

The Chairman's Lifetime Achievement Award was recently renamed the Peter Duppa-Millar Lifetime Achievement Award in honour of Peter's work for local communities.

### 7. Updates from B&NES Council

**a) Budget** There is a shortfall of 12million pounds in the 2016/2017 budget

The Management and Services review in the Autumn should save 2.6 million pounds. Reserves will be utilised. The Mayor Referendum will need funding.

There has been a last minute extra funding of £749,000 but this cannot be used for base funding because it is last minute, but will go as a temporary support to departments whilst they are adapting to the change in funding.

It is hoped to save 5 million pounds by increases in efficiency. Support for adults will be extended and 200,00 will go to Bath Enterprise. Half a million is allocated to Highways and 3 million to LED street lighting. Funding is also needed for bin replacement, play areas, affordable housing and schools.

### b) Mayor Referendum – questions only

None

### 9. Specific Issues Raised by Parishes for Resolution

1. There is a working group for parish clerks to discuss issues related to working together and the Parish Charter. Some clerks were unaware of this working group including the Clerk to Compton Dando. There was a review of the Parish Charter in 2010 where it was decided that the Charter needed amending but this has not been carried out. In 2011 the reason for not having started on the amendments was the appointment of the new Director, but it was unsure why the review of the Charter had still not started. It was queried by one Councillor as to why work on the Charter was restricted to Parish Clerks only.
2. With B&NES Council going paperless for planning applications in April, concern was raised over the naming of the individual files on their website. The system used was thought to be confusing and not very user friendly. This was going to be looked into.

It was also felt that the standard of some of the drawings of the plans was poor and would be difficult to view once projected onto a screen. It was suggested that