

# COMPTON DANDO PARISH COUNCIL

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

## PARISH COUNCIL AGENDA

TO BE HELD ON 21<sup>ST</sup> FEBRUARY 2017 IN COMPTON DANDO PARISH HALL

To all Parish Councillors

You are summoned to attend a meeting of the Parish Council on Tuesday 21<sup>st</sup> February 2017  
At 8.00pm in the Parish Hall in Compton Dando

**THE MEETING WILL BE PRECEDED BY A MEETING WITH DICK WHITTINGTON CONCERNING THE  
ROLE OF THE PARISH COUNCIL AS SOLE TRUSTEES OF THE PARISH HALL  
COMMENCING AT 7 PM**

Susan Smith – Clerk to the Parish Council

Date: 14<sup>th</sup> February 2017

**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 17<sup>th</sup> January 2017**
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 **CHANGE OF PAYEE ON CHEQUE No: 000995 DRAWN ON THE PARISH HALL ACCOUNT**

Middletons, the solicitors for Mrs K. Bunyan's estate have requested that they be made the payees of the cheque.

**5.5 NAT WEST ACCOUNT SIGNATURE CHANGES**

**5.6 APPROVAL OF ADDITIONAL SIGNATORIES FOR THE PARISH COUNCIL'S LLOYDS BANK ACCOUNT**

**5.7 TO DECIDE WHETHER TO SUBSCRIBE FOR ANOTHER YEAR TO MALWAREBYTES TO PROTECT THE LAPTOP USED BY THE CLERK**

**6. MATTERS ARISING**

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

**6.1 APPLICATIONS FOR FUNDING FOR FINGER POST RESTORATION – UPDATE CLERK**

**6.2 WORKS ON REPLACING THE TRASHSCREEN OUTSIDE THE PARISH HALL – UPDATE**

**6.3 CLEARANCE OF THE TRASH SCREEN IN THE WOODS ABOVE COMPTON DANDO PARISH HALL – UPDATE CLERK**

**6.4 MAINTENANCE OF THE GRASS IN FRONT OF THE WAR MEMORIAL IN COMPTON DANDO**

**6.5 DEBRIS ON THE MILLENNIUM GREEN**

**7. MATTERS FOR DISCUSSION/DECISION**

**7.1 TO APPROVE AND SIGN THE AMENDED STANDING ORDERS**

**7.2 TO COMPLETE THE HEALTH & SAFETY QUESTIONNAIRE FOR GLEBE FIELD**

Greenslade Taylor Hunt have requested that the Parish Council complete a health & safety questionnaire for our occupation of Glebe Field.

**7.3 TO DECIDE ON THE VILLAGE MEETING DATES**

**7.4 TO DECIDE ON A DATE FOR THE CLERK'S APPRAISAL**

**7.5 TO COMPLETE THE WAR MEMORIAL APPLICATION FORM**

The War Memorial Trust have approved the pre-application form and have sent an official application form. They can fund up to 75% of the costs.

They have made recommendations about the cleaning, repointing and surrounding shrubbery.

**8. PLANNING APPLICATIONS RECEIVED**

**16/05656/FUL The Bungalow Parkhouse Lane Keynsham BS31 2SG (Revised Plans.)**

**8.1**

Erection of 2no. detached dwellings and associated access.

**8.2 17/00386/VAR application for variation on 16/00251/FUL Chewton Place Chewton Road Chewton Keynsham Keynsham BS31 2SX**

Variation of condition 6 (plans list) of application 16/00251/FUL (Erection of two storey detached dwelling with garage and associated landscaping.) The developers wish to change the application for building a single garage to a double garage.

**8.3 17/00249/HEDGE Street Record Wells Rd Corston B&NES Removal of hedgerow (part 1 of 110m)**

**8.4 17/00311/HEDGE Street Record Wells Rd Corston B&NES Removal of hedgerow (part 21 of 110m)**

**8.5 17/00312/HEDGE Street Record Wells Rd Corston B&NES Removal of hedgerow (20.15m)**

**8.6 17/00313/HEDGE Street Record Wells Rd Corston B&NES Removal of hedgerow (157.85m)**

**Item for information only - future planning applications calling in process.**

Councillor DD to provide information.

## 9. APPEALS

### 9.1 17/00020/RF for application 16/05390/FUL Elm Park Court Chewton Road Chewton Keynsham Keynsham. (CDPC supported on 15<sup>th</sup> December 2016)

Erection of two storey front entrance porch.

## 10. DECISIONS

### 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](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 None

## 12. ITEMS FOR ACTION

### 12.1 None

## 13. CORRESPONDENCE FOR ACTION

### 13.1 NEW LOCAL PLAN FOR B&NES – CALL FOR SITES

The Council has begun preparation of the new Local Plan for B&NES. This will entail a review of the Core Strategy & the Placemaking Plan. The Local Plan will cover the period 2016-2036 and will need to deliver the requirements of the West of England Joint Spatial Plan. In addition to the strategic locations at Whitchurch and north Keynsham, we will also consider the need for the allocation of additional smaller sites. It is proposed to work closely with town & parish councils in preparing the Local Plan.

As part of the work and in order to inform the Local Plan the Council is required to update its Housing and Economic Land Availability Assessment (HELAA) formerly known as the Strategic Housing Land Availability Assessment (SHLAA).

The purpose of this email is to advise you that as part of the HELAA update the Council must undertake a "Call for Sites". This will commence this week and we will allow 6 weeks for responses. This Call for Sites provides the opportunity for land owners and any other interested parties to put forward land for assessment (not only housing but other uses including employment purposes). An email will be sent to all individuals/organisations on the Council's LDF mailing list (including town & parish councils) publicising the Call for Sites and advising how sites should be submitted. Information will also be published on the Council's Planning Policy webpages. The purpose of the HELAA is to provide evidence to inform the new Local Plan. National planning guidance describes the purpose of the HELAA as follows;

*"The assessment is an important evidence source to inform plan making but does not in itself determine whether a site should be allocated for development. This is because not all sites considered in the assessment will be suitable for development (e.g. because of policy constraints or if they are unviable). It is the role of the assessment to provide information on the range of sites which are available to meet need, but it is for the development plan itself to determine which of those sites are the most suitable to meet those needs."*

The assessment of sites submitted through the Call for Sites will draw upon the character and site assessment work undertaken by town & parish councils that informed the Placemaking Plan. Local communities (including town & parish councils) will be involved in work on the Local Plan, including the consideration of whether any further sites should be allocated for development and if so, where.

Should you have any further queries regarding this call for sites please direct them to the Planning Policy team, telephone 01225 477548 and email address [Planning\\_Policy@bathnes.gov.uk](mailto:Planning_Policy@bathnes.gov.uk)

If a site has previously been submitted, another form containing up-to-date information will need to be completed as well.

**13.2 EMAIL RECEIVED FROM WENDY ROBBINS, THE TECHNICAL OFFICER FOR PUBLIC RIGHTS OF WAY FOR B&NES COUNCIL, ASKING FOR COMMENTS ON THE CONSULTATION FOR CHANGES TO BE MADE TO CERTAIN PUBLIC FOOTPATHS IN COMPTON DANDO**

The proposed changes are to the Rights of Way network in respect of public footpaths BA8/25, BA8/26, BA8/77 and BA8/81 at Wick Farm in the parish of COMPTON DANDO.

The Parish Council is being consulted on a proposal to divert four sections of public footpath which meet at Wick Farm, Rankers Lane, Compton Dando BS39 4NU. The general effect of the proposal is shown on the appended Consultation Plan. The routes to be stopped up are shown as solid red lines and the proposed routes are shown as solid green lines.

The section of public footpaths:

1. BA8/25 commencing from its junction with public footpaths BA8/26, BA8/77, and BA8/81 (point G on the Consultation Plan) and continuing through a field to point P and continuing to where the footpath turns in a northerly direction at point A would be stopped up. The proposed new line commences from a point between Wick Farm Cottage and Wick Farm (point B) at a junction with public footpath BA8/81 and continues through a field (points J to H) to a point where public footpath BA8/25 continues in a northerly direction at point A;
2. BA8/26 commencing from its junction with public footpaths BA8/25, BA8/77, and BA8/81 (point G) through the farm yard to a field boundary at point F would be stopped up. The proposed new line commences from a junction with public footpath BA8/77 (point D) continuing to point E and continuing to a point where public footpath BA8/26 continues in an easterly direction at point F;
3. BA8/77 commencing from a point before the field boundary at point D continuing to its junction with public footpaths BA8/25, BA8/26, and BA8/81 (point G) would be stopped up. The proposed new line commences from point D continuing through point N to its junction with the new line of public footpath BA8/81 at point C; and
4. BA8/81 commencing from a point between Wick Farm Cottage and Wick Farm (point B) and continuing to its junction with public footpaths BA8/25, BA8/26 and BA8/77 (point G) would be stopped up. The proposed new line commences from its junction with the new line of public footpath BA8/25 (point B) through points K and M to its junction with the new line of public footpath BA8/77 at point C.

The changes would be achieved by way of a diversion order made under section 119 of the Highways Act 1980 ('the Act'). The changes are proposed in the interests of the public as they would take the footpaths out of the farmyard in order to improve public safety. The footpaths currently run through enclosed farmyards which may contain cattle and have a slippery surface. The proposed routes provide a safer route to walk over an improved surface with a more open aspect which avoids close proximity to the cattle. The proposed routes are similar to permissive routes which are currently available to the public and are the routes generally followed by the public. The permissive routes will be amended if these proposals are implemented. The termination points of

the footpaths overall (at points A, B, D and F) will remain the same and the width will be 2 metres throughout.

The proposed new footpaths would be created without any limitations, however the footpaths would cross field boundaries into land currently used to rear livestock. It will therefore be necessary to authorise the erection of kissing gates at points K, M, N, E and J and two pedestrian gates at point H under section 147 of the Act, to prevent the ingress and egress of these animals.

If you have any comments regarding the above proposals, please ensure that they are received by the Public Rights of Way team no later than **24<sup>th</sup> March 2017**. If, however, you require any additional time or for further information please contact Wendy Robbins on 01225 394161.

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

##### **14.1 INTERESTS RECEIVED FOR THE S137 GRANT**

##### **14.2 REQUEST FOR NEW GRIT BIN ON SLATE LANE**

This has been turned down as the criteria have not been met.  
See the link below on P.14 item 6.2:

[http://www.bathnes.gov.uk/sites/default/files/winter\\_service\\_policy.pdf](http://www.bathnes.gov.uk/sites/default/files/winter_service_policy.pdf)

##### **14.3 REPORT TO COUNCIL CONNECT ABOUT DAMAGED VERGES IN SLATE LANE**

Inquiry reference: 201750

##### **14.4 RESOURCEFUL EARTH PROPOSED A SITE VISIT OPPORTUNITY FOR THE RESIDENTS LIAISON GROUP (RLG) MEMBERS ON THURSDAY 16 FEBRUARY 2017**

Resourceful Earth have postponed this until late March due to the large number of large lorries currently using the site.

##### **14.5 EMAIL RECEIVED FROM AMY CLAPINSON OF THE QUARTET COMMUNITY FOUNDATION WITH REGARD TO FUNDING OPPORTUNITIES TO HELP IMPROVE THE HEALTH & WELLBEING OF LOCAL PEOPLE**

A new round of grants is being offered through the Bath & North East Somerset (B&NES) Supporting Communities and Wellbeing Fund, a charitable fund we manage on behalf of B&NES Council to reduce isolation and improve health and wellbeing for local people. The deadline is 24th February and we would encourage local groups in your parish/town council area to apply.

Here's the press link for the full release and some photos: [bit.ly/Quartet-SCaW-PressKit](http://bit.ly/Quartet-SCaW-PressKit)

Don't hesitate to contact Claire Wynne Hughes (cc'd) if you have any queries, or if you would like a further case study, comment, or photos to support your article.

##### **14.6 EMAIL RECEIVED FROM B&NES COUNCIL INFORMING OF CHANGES TO REFUSE COLLECTIONS FROM NOVEMBER 2017**

Residents are requested to look out for a letter in March 2017.

"Most households across Bath and North East Somerset will be changing to every other week collection for their rubbish from 6 November. We will be providing a 140 litre wheeled bin for the storage and collection of rubbish. We realise that one size does not fit all, so in a small number of cases where a 140-litre wheeled bin is not suitable for your property, or family situation, we may provide a larger bin or a re-useable rubbish bag to contain rubbish for collection."

The full document has been uploaded to the Parish Council website.

#### **14.7 EMAIL FROM PARISHIONER REPORTING POTHoles AND BLOCKED DRAINS IN COMPTON DANDO**

Council connect have been informed that there are several potholes along the length of Bathford Hill in Compton Dando going right up the hill. Some down to the stones underneath.

There is also a blocked drain on the hill on the left after you cross Bathford Brook. Resulting in very wet area which will become an ice rink when the cold returns.

There is another blocked drain at the bottom of Bathford Hill, to the left and another in Culverhay to the left just over the bridge as you are leaving the village.

#### **14.8 EMAIL FROM B&NES INFORMING OF THEIR DECISION TO REVIEW THE BOUNDARIES IN THE COUNTY**

The Local Government Boundary Committee for England (LGBC) has announced its intention of conducting a boundary review of Bath and North East Somerset Council.

The review will make recommendations on:

- The correct number of Councillors for the authority and
- where the boundaries should be set for this number.

The decision will not change the outline boundary of the area; neither will it change parish council boundaries, although it may change parish wards. The LGBC will make its final decision by May 2018 for implementation for the **May 2019** local government elections.

To start this process, there is an engagement session being run by the LGBC for Parish Chairs and Clerks on **20 February** in the Brunswick Room, Guildhall, Bath at **6pm**.

To help us understand numbers, we would be grateful if you could RSVP to this invitation.

#### **14.8 AN EMAIL WAS RECEIVED FROM DEBORAH WHITE, CHIEF OFFICER FOR ALCA, GIVING THE RESULTS OF THE DRAW FOR THE ROYAL GARDEN PARTY**

The Parish Council nominee, ex- Chairman Trudie Mitchell, was not drawn. The winners were: Marshfield Parish Council (South Gloucestershire) and Banwell Parish Council (North Somerset). They will be attending the Royal Garden Party in May.

#### **14.9 EMAIL RECEIVED FROM PARISHIONER REPORTING RUN OFF FROM MANOR FARM IN CHEWTON KEYNSHAM**

### **15. REPORTS**

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

#### **15.2 VILLAGE UPDATES**

#### **15.3 ALCA MEETING ON WEDNESDAY 18 JANUARY AT 7.30PM IN SALT FORD HALL (APPENDED)**

#### **15.4 PARISH LIAISON MEETING ON 15<sup>TH</sup> FEBRUARY AT 6.30PM IN KEYNSHAM COMMUNITY SPACE – CHAIR AND CLERK ATTENDING**

#### **15.5 PARISH CHARTER MEETING 8<sup>TH</sup> FEBRUARY**

#### **15.6 JSP WORKSHOP REPORTS FOR WHITCHURCH AND KEYNSHAM**

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

**DATE OF NEXT MEETING IS 21 MARCH 2017 AT 8.00PM IN COMPTON DANDO PARISH HALL**



**Notes from B&NES ALCA meeting  
Wednesday 18<sup>th</sup> January 2017**

1. Notes from meeting of 14<sup>th</sup> September 2016 were approved
2. Update of Parish Charter Review. The Timeline and drafting was explained. All Parish Council's will be consulted on the same.
3. A brief update on the September Parishes Liaison meeting was given, as reported previously to PC.
4. Update on Cotswold AONB – information not relevant to PC.
5. Broadband update – Latest information has been delayed due to changes in legislation on installation by private companies. This matter will be discussed fully at the next meeting.
6. B&NES Core Strategy Review – Modifications are currently under way and a final report should be ready by April.
7. New [Strategic housing land availability assessment \(SHLAA\)](#) document. There will be a call out for new sites in March 2017. Any sites that come forward from landowners, developers or identified by Parish Council's or individuals will undergo a full assessment by an Inspector together with B&NES Planning officers, an ecologist, architect and other experts. Parish Councillors will be invited to attend the inspector's assessment appointments on any sites within their parish to give local knowledge. The new SHLAA document will come into force in April 2018.
8. ALCA Training – forthcoming courses
  - i. Community Engagement – The Local Councils Award Scheme – Saturday 21<sup>st</sup> January 2017
  - ii. Information Governance – Course to be repeated in the Spring
  - iii. Applying for grants and writing a business case for grant applications – date to be released in due course.
  - iv. Promoting your Council through social media – Facebook, twitter etc – date to be released in due course.
9. Priorities for the next Parishes Liaison meeting on **Wednesday 15<sup>th</sup> February 2017**  
Suggestions put forward:-
  - i. Adult Social Care & funding issues
  - ii. Library Services
  - iii. Community and local bus services
  - iv. Core Strategy Review – update from B&NES
  - v. The future cost of by-elections being the responsibility of Parish and Town Councils from April 2017. First by-election 50% of cost charge further bi-elections 100% of the cost to be paid by the PC.
10. Date of next meeting – Thursday 25<sup>th</sup> May 2017 – 7.30 p.m. Possibly in Tunley Village Hall

Consultation Plan  
Public Footpaths  
BA8/25, BA8/26, BA8/77, BA8/81

Scale:1:2,500

Public footpath to be added  
Public footpath to be stopped up  
Unaffected public footpaths  
Current permissive paths (to be removed or retained)





