

# COMPTON DANDO PARISH COUNCIL

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

## PARISH COUNCIL AGENDA

**TO BE HELD ON 21 JUNE 2016 IN COMPTON DANDO PARISH HALL**

**To all Parish Councillors**

You are summoned to attend a meeting of the Parish Council on Tuesday 21 June 2016  
At 8.00pm in the Parish Hall in Compton Dando

**Susan Smith** – Clerk to the Parish Council

Date: 14 June 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/)).

### **SIGNING OF THE DECLARATION OF ACCEPTANCE BY THE CHAIRMAN COUNCILLOR DAWN DRURY**

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 19 MAY 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 **CHANGE OF SIGNATORIES AT NAT WEST BANK FOR THE MILLENNIUM GREEN ACCOUNT**
  - 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**
  - 5.6 **PARISH HALL SHARE OF THE INSURANCE PAYMENT**

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

## **6. MATTERS ARISING**

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

### **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.*

The complete Section 5 of the Parish Councils Act 1957 is listed at the end of the agenda.

### **6.2 PARISH HALL GOVERNANCE DEED**

**6.2.1** Signing of the deed in line with the Standing Orders

**6.2.2** Update on the Governance Deed's progress

### **6.3 LORRY SAT NAV - UPDATE CLERK**

### **6.4 CONFIRMATION OF ALCA REPRESENTATIVE**

### **6.5 FINGER POST CLEAN UP AND MAINTENANCE DAY UPDATE**

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

### **7.1 DEVOLUTION**

This is a transfer of powers from Central Government to local government. B&NES Council will have met to discuss devolution on 12 May 2016. On 29 June 2016 the full deal will go to all councils. There will be a public consultation from July to September.

### **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?

### **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.”

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

The emails and application relating to this item are appended.

#### **7.5 REVIEW OF THE MEETINGS TAKING PLACE IN MAY**

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

#### **7.6 MAINTENANCE OF COMPTON DANDO’S WAR MEMORIAL**

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

#### **7.7 ITEMS FROM VILLAGE MEETINGS**

- 7.7.1 Speed Limits**
- 7.7.2 Potholes**
- 7.7.3 Flooding on the B3116 Burnett village**
- 7.7.4 Broadband speeds**
- 7.7.5 A37 Woollard Lane Junction**
- 7.7.6 Burnett as a Conservation Village**
- 7.7.7 Traveller’s Site at Queen Charlton**

#### **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

#### **7.9 COMPTON DANDO TELEPHONE BOX**

### **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

#### **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.

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

External alterations to renew external render

### **9. APPEALS**

#### **9.1 None**

### **10. DECISIONS**

#### **10.1 16/01050/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](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 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.

**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. They also ask that Parish Councillors put SG, NS or BNES after their name. Click this [LINK](#) to cast your vote.

**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.

## 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](mailto:villageagents@wern.org.uk) 01275 333 700

**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.

#### **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

#### **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/>

## **15. REPORTS**

### **15.1 PARISH HALL REPORT**

### **15.2 VILLAGE UPDATES**

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

### APPENDED ITEMS

#### 1. CIL EMAILS AND APPLICATION

Dear CIL Stakeholder,

I am inviting you to bid for the Strategic Community Infrastructure Levy funds held by Bath & North East Somerset Council.

I have enclosed the updated CIL Strategic Spend Protocol which was originally approved by Cabinet in 2015. This document explains the bidding process and shows the criteria that will be used to prioritise the bids. It also includes (in Appendix 1) the form that must be used when submitting your bid and contains links to the documents that you may need to refer to when preparing your bid.

In order to save you time and effort in drafting a bid that will be rejected, please bear in mind the following points before bidding:

1. Projects must relate to the provision of new infrastructure and must be of a capital nature, although a project to increase capacity or to repair existing failing infrastructure may be admissible but only when this infrastructure is necessary to support new development.
2. Projects must contribute to the delivery of key development sites in B&NES to realise the Core Strategy
3. Projects must be included in the Regulation 123 and Infrastructure Delivery Plan or must be the type of project that it is likely to be included
4. Projects must relate to infrastructure that is not already funded or likely to be funded through s.106 and s. 278 agreements.

If you feel that your project falls under the Regulation 123 categories but it is not in the Infrastructure Delivery Plan (IDP), please inform my colleague **Mr Neil Best** by copying him in your email and attachments when you submit your bid. He will consider your proposal and update the IDP as required. His email address is [neil.best@bathnes.gov.uk](mailto:neil.best@bathnes.gov.uk). Please note that particular consideration will be given to how essential the infrastructure projects are to delivering the Core Strategy. The links to the documents that you are likely to require are in section 6 of the attached CIL Strategic Spend Protocol.

If you submitted a bid in 2015 and you wish to resubmit it in 2016 please let me know by email, giving me details and any amendments that may be necessary. If you do not contact me I will assume that you do not wish to resubmit your bid.

Please return your completed bid forms and any appendices to me by email ([alfred.lavardera@bathnes.gov.uk](mailto:alfred.lavardera@bathnes.gov.uk)) **by close of business on 10<sup>th</sup> June 2016**. As the process timetable is very tight it is unlikely that you will get an extension of time.

If you require additional information or further explanation please contact me by email or by telephone. However, please note that I only work Mondays, Tuesdays and Wednesdays and that I will be on leave from 1<sup>st</sup> to 10<sup>th</sup> June 2016.

Thank you

# Alfred

Alfred La Vardera MSc, FCPFA

Operations and Business Development Officer

Dear Alfred

Please find attached a joint application bid, from Whitchurch Parish Council, Keynsham Town Council & Compton Dando Parish Council, for funding from the Community Infrastructure Levy 2016/17.

The application was agreed by members of Whitchurch Parish Council at a meeting on 1st June 2016. The two other Council's will have this ratified at their June meetings.

With regards

Sue Dyer- Parish Clerk

## Appendix 1

### 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

#### 1. What are the consequences of not carrying out the project?



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:**

**B&NES Highways.**

**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 10<sup>th</sup> June 2016.**

## 2. Parish Councils Act 1957

### 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 —

(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.

Table

In any trunk road or any other road maintained by the Minister of Transport and Civil Aviation, or on land abutting on any such road. The Minister.

In any road which is a highway (other than a trunk road or a road maintained as aforesaid or a public path) or on land abutting on any such road. The county council [F12or metropolitan district council].

In any road which is a highway belonging to and repairable by any railway, dock, harbour, canal, inland navigation or passenger road transport undertakers and forming the approach to any station, dock, wharf or depot of those undertakers. The undertakers concerned.

On any bridge carrying a highway over any railway, dock, harbour, canal or inland navigation, or on the approaches to any such bridge or under any bridge carrying a railway, canal or inland navigation over a highway. The railway, dock, harbour, canal or inland navigation undertakers concerned.

(2)Any consent required by paragraph (c) of subsection (1) of this section shall not unreasonably be withheld, but may be given subject to any reasonable conditions, including a condition that the parish council or parish meeting, as the case may be, shall remove any thing to the provision of which the consent relates either at any time or at or after the expiration of a period if reasonably required so to do by the person giving the consent.

(3)Any dispute between a parish council or parish meeting and a person whose consent is required under paragraph (c) of subsection (1) of this section whether that consent is unreasonably withheld or is given subject to reasonable conditions, or whether the removal of any thing to the provision of which the consent relates in accordance with any condition of the consent is reasonably required, shall—

(a)in the case of a dispute between the parish council or parish meeting and the Minister of Transport and Civil Aviation, be referred to and determined by an arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers; and

(b)in any other case be referred to and determined by the Minister of Transport and Civil Aviation, who may cause a local inquiry to be held for the purpose;

and section two hundred and ninety of the M3Local Government Act, 1933, shall apply in relation to a local inquiry held under this subsection as it applies in relation to such an inquiry held under that Act.

(4)Section six of the M4Local Government (Miscellaneous Provisions) Act, 1953 (which makes provision as to access to telegraphic lines, sewers, pipe-subways, pipes, wires and other apparatus) shall apply in relation to a . . . F11 thing provided by a parish council or parish meeting under this Part of this Act, and to the council or meeting by which the . . . F11 thing is so provided, as it applies in relation to a shelter or other accommodation provided, and to the local authority by which it is provided, under section four of that Act.

(5). . . . . F13 Ss. 4, 5(5) repealed by Road Traffic Act 1960 (c. 16), Sch. 18