

COMPTON DANDO PARISH COUNCIL

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

PRESENT: D Drury (Chair), P Paget (PP) (Vice- Chair)), A Dawes (AD), C Willows (CW), J Davis (JD), T Butler (TD), H Maggs (HM)

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

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 21ST MARCH 2017 IN COMPTON DANDO PARISH HALL

1. **APOLOGIES FOR ABSENCE:** None
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.
3. **QUESTIONS ON NOTICE BY MEMBERS**
None
4. **MINUTES OF THE PREVIOUS MEETING HELD ON 21ST FEBRUARY 2017**
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 21/03/2017 Bank Reconciliation for 1st March 2017

The attached Bank Reconciliation was received and noted.

The Clerk reported that a VAT reclaim for £332.36 had been submitted.

5.2 Schedule of Expenditure for 01/04/2016 to 21/03/2017

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

5.3 Parish Hall Payments for 21ST March 2017

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

Cheque no.	Payee	Description	Amount
1010	Chew Valley East News	Advertising	£45.00
1011	Middletons Solicitors	Lottery Prizes	£75.00
1012	Compton Dando PC	Heating Oil	£551.40*
1013	H Dottridge	Lottery Prizes	£75.00

* PAID AS A NET AMOUNT

5.4 NAT WEST BANK SIGNATORIES

The necessary forms were distributed for signature. The Clerk will take the completed forms to the bank (ACTION CLERK).

6. MATTERS ARISING

6.1 ACCESS TO THE LARGE TRASH SCREEN IN THE WOODS

It was reported that access by B&NES Council employees was satisfactory.

6.2 HERITAGE LOTTERY FUND APPLICATION FOR FINGER POST RESTORATION

The application has been submitted and has a reference number of SH-16-06055.

It was reported that the finger post at the Two-Headed Man has lost its finial and that the finger post on the Wellsway now has a broken finger pointing towards Compton Dando and Chewton Keynsham. It was DECIDED that these repairs would have to wait until future funding was obtained.

6.3 WAR MEMORIAL RESTORATION APPLICATION FOR FUNDING UPDATE

It was reported that a quote of £1500 +VAT had been received from Classic Memorials and the Clerk was waiting for replies from two other companies.

7. MATTERS FOR DISCUSSION/DECISION

7.1 TO DECIDE ON WHOSE RESPONSIBILITY THE MILLENNIUM STONES IN COMPTON DANDO VILLAGE ARE

As discussed in the September 2016 meeting, the decision remains the same:

The Millennium Green Committee was set up by the Millennium committee in 2000. The Millennium Green was one of the 1999 Compton Dando Millennium Projects. The projects were planning and fundraising for 5 stone village name signs placed on the roadside at the entrance to Compton Dando; a wooden carved commemorative cross (now in the church); celebrations for the New Millennium Night; the Green and a photograph of the village children (now in the Parish Hall).

There is no one person, group of people or an organisation that owns the stones.

7.2 TO COMPLETE A SURVEY FROM THE RURAL SERVICES NETWORK

The Rural Services Network seeks to provide a voice for rural communities by representing rural services, networking between rural service organisations and establishing and broadcasting best practice in rural service provision.

It comprises SPARSE Rural, the Rural Assembly, the wider Rural Services Partnership and the RSN Community Group. The organisation works with Rural England, a stand-alone CIC research group.

<https://www.surveymonkey.co.uk/r/growing-a-rural-community>

The survey was completed at the meeting ready for submission (ACTION CLERK).

7.3 TO CREATE AN HELAA (HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT) WORKING GROUP-REQUESTED BY JULIE O'ROURKE, PLANNING POLICY OFFICER FOR B&NES COUNCIL

The first stage of working together will be for the parishes to give factual comments on the HELAA sites which will be sent out next week. The deadline is the end of April/early May.

A decision on the members of the working group will be taken once the extra information is received.

8. PLANNING APPLICATIONS RECEIVED

8.1 17/00737/FUL 2 Church Lane, Compton Dando, Bristol, BS39 4LB

Erection of a rear extension and a front porch and removal of a front lobby.

The Parish Council unanimously SUPPORT this application for the following reasons:

The design and materials are satisfactory and the scale, height and degree of the extension are acceptable (Policy D2)

8.2 17/00937/CLEU Warner's Farm Chewton Road Chewton Keynsham Bristol BS31 2SS

Use of a vehicular existing access to Warner Farm and associated out buildings (Certificate of lawfulness for an Existing Use).

The Parish Council unanimously SUPPORT this application.

9. APPEALS

9.1 Appeal Ref:17/00006/RF for application reference 15/03931/FUL. Planning Inspectorate reference: APP/F0114/W/16/3153964

**Middle Field Charlton Road Queen Charlton Bristol
Re-profiling land for the purposes of agricultural improvement
(Resubmission of 14/01037/FUL)**

A date has now been arranged for the Informal Hearing. An Inspector will attend the following venue on the 22nd March 2017 at 10.00am to conduct the Informal Hearing:

Royal British Legion, 8-10 Charlton Road, Keynsham, Bristol, BS31 2JA

Anyone may attend the Informal Hearing and at the Inspector's discretion, give their views on the proposal. A booklet entitled 'Guide to Taking Part in Planning Appeals' is available free of charge. Should you require a copy, please telephone Council Connect on 01225 394041. Alternatively, you can access these documents via the Planning Inspectorate website at <https://www.gov.uk/government/organisations/planning-inspectorate>.

Received and noted.

10. DECISIONS BANES DECISION NOTICE GIVING FULL DETAILS CAN BE FOUND ON THE B&NES PLANNING PORTAL at www.bathnes.gov.uk

**10.116/03245/FUL Knights Folly Farm Woollard Lane Publow Bristol Bath & NE Somerset
(Compton Dando Parish Council objected)**

Provision of new site access and agricultural engineering works.

WITHDRAWN

Received and noted.

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 EMAIL RECEIVED FROM A PARISHIONER REGARDING FLY TIPPING ON HUNSTRETE LANE

The reference for fly tipping without evidence is **208511**

It was reported that the rubbish had now been removed.

13.2 EMAIL RECEIVED FROM BENICE HAMPTON, CIVIC ASSISTANT AT B&NES COUNCIL, INVITING ONE COUNCILLOR AND GUEST TO COUNCILLOR ALAN HALE'S ANNUAL CIVIC SERVICE

The service will take place on the 9th April 2017 at 3.30pm in St John's Baptist Church, 1 The Park Keynsham.

No Councillors are able to attend.

13.3 INVITATION RECEIVED FROM COLONEL JC COOTE DSO OBE TO ATTEND A RECEPTION & BRIEFING BY THE ARMY ENGAGEMENT TEAM ON WEDNESDAY 5 APRIL 2017 AT 6.30PM AT KINGSWOOD SCHOOL BATH

The aim is to promote greater awareness and understanding of the Army. The evening is intended to provide an opportunity of networking with other community leaders and representatives of the Regular and Reserve Army. Refreshments are provided.

The invitation is extended to the Parish Council and their family and/or friends. RSVP is required.

No Councillors are able to attend.

13.4 EMAIL FROM JULIE O'ROURKE, PLANNING POLICY OFFICER FROM B&NES COUNCIL, REQUESTING A 'SAVE THE DATE' FOR THE NEXT NEIGHBOURHOOD PLAN WORKSHOP ON WEDNESDAY 31ST MAY 2017 10.00 AM – 12.30 PM IN KEYNSHAM COMMUNITY SPACE

The main scope of the workshop will be focused on developing a landscape environmental baseline and assessment for a neighbourhood plan, village design statement or parish plan, and how developing a neighbourhood plan could help to protect and enhance important landscapes.

Up to two parish councillors are invited.

Councillors DD and PP will attend. The Clerk will inform Julie on receipt of further information (ACTION CLERK).

14. CORRESPONDENCE FOR INFORMATION

14.1 AN EMAIL WAS RECEIVED FROM GERI-LEIGH SHERMAN, EMERGENCY PLANNING SUPPORT OFFICER FOR B&NES COUNCIL AIMING TO GATHER INFORMATION WITH REGARD TO EMERGENCY 'PLACES OF SAFETY'

Community Places of Safety is a new campaign B&NES Council would like Compton Dando Parish Council to aid us in. The aim of this project is to provide a safe environment where the community can go if evacuated by the emergency services when threatened with a risk such as a gas leak, fire or flood.

The email has been circulated to the villages.

It was reported that Chewton Keynsham has submitted information stating their 'Place of Safety' would be the village hall and that Compton Dando has submitted information stating that the Parish Hall would be the location for Compton Dando villagers.

14.2 EMAIL RECEIVED FROM A PARISHIONER CONCERNING POT HOLES REPORTED TO COUNCIL CONNECT

There are a series of pot holes through to stones between the Court house and Blackers Mead on Rankers Lane.

Received and noted.

14.3 EMAIL RECEIVED FROM DAVID CATTANACH, NEWS & MEDIA MANAGER FOR B&NES COUNCIL CONCERNING AN AIR QUALITY REVIEW

Bath & North East Somerset Council is reviewing air quality across the district in preparation for the development of a new Air Quality Action Plan.

To protect people's health and the environment, local authorities have a duty to review and assess air quality to ensure it meets national air quality objectives. Where specific air quality targets are exceeded the Council must develop a plan to tackle the problem.

In common with many other areas of the country, the main source of pollution in Bath and North East Somerset is traffic, and national air quality objectives for nitrogen dioxide (NO₂) have been exceeded in some areas.

The Council currently has 3 Air Quality Management Areas in Bath, Keynsham and Salford. Recommendations have been put forward and specific initiatives have been implemented to mitigate the levels of nitrogen dioxide in these areas.

B&NES Council provide local information regarding air quality on their website:
<http://www.bathnes.gov.uk/services/environment/pollution/air-quality>

Received and noted.

15. REPORTS

15.1 PARISH HALL REPORT

It was reported that a new cable has been installed for the projector. This was shown to work during use at the meeting.

It was reported that new signs have been put up on how to use the heating in the Parish Hall. If anyone finds these confusing, please contact Councillor PP.

A request for good photographs that can be used to advertise the Parish Hall for hiring purposes was made. If anyone would like to submit photographs, please email to Councillor PP or the Clerk.

15.2 VILLAGE UPDATES

There were no updates.

15.3 PLANMAKING MEETING ON 3RD MARCH ATTENDED BY CLLR DD, CLLR PP & CLLR CW

Councillors DD, CW and PP reported that the meeting was interesting.

15.4 KEYNSHAM AREA FORUM MEETING 6TH MARCH ATTENDED BY CLLR DD & CLLR PP

It was reported that the Keynsham Now Youth Forum were presenting at the September meeting of the Keynsham Area Forum. It was suggested that the Compton Dando Youth Club should be informed as it may be of interest to them (ACTION CLLR HM).

15.5 PARISH CHARTER MEETING 8TH MARCH ATTENDED BY CLLR DD

It was reported that a visit had been made to B&NES Council's IT department. A 'log in' is to be created for each Clerk so that they can post questions and share information on a shared area provided by the Council.

A trial of 'Fix My Street' was tested. 'Fix My Street' once released, will allow the actions being taken by B&NES Council to deal with problems reported to them both by the public and town and parish councils.

It was reported that the Parish Charter is progressing well.

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

None.

**DATE OF NEXT MEETING IS 18 APRIL 2017 AT 8.00PM IN COMPTON DANDO PARISH HALL
THIS WILL BE PREDEDED AT 7.30PM BY THE ANNUAL MEETING OF THE PARISH**

THE MEETING CLOSED AT 9.00 PM

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation			
Compton Dando Parish Council			
Meeting Date: 21/03/2017			
Prepared by: Clerk Susan Smith	Date:	15/03/2017	
Approved by : Chair	Date:	21/03/2017	
Bank Reconciliation Date:	01/03/2017		
Bank Balance at Date:	6,785.73		
Unpresented cheques	0.00		
Bank Balance less unpresented cheques	6785.73		
Cashbook Balance at Date	6785.73		
		Unpresented cheques	
		Unpresented cheques	0.00
Cheques to be paid			
	Description	Cheque No	Amount
	Clerk's Salary & Expenses	001326	389.99
	NALC & ALCA Annual Subscription 2	001327	101.58
	Malwarebytes annual renewal	001328	19.95

Financial Report**From**

01/04/2016

To

21/03/2017

	Net	Vat	Gross	Budget	Variance	%Variance
Clerk's Salary	4165.46	0.00	4165.46	2980	1185.46	39.78%
Clerk's Expenses	59.95	3.33	63.28	160	-96.72	-60.45%
Clerk's PAYE	0.00	0.00	0.00	0	0.00	
Audit Fees	340.00	20.00	360.00	350	10.00	2.86%
Solicitor Fees	450.00	0.00	450.00	0	450.00	
Donation	25.00	0.00	25.00	0	25.00	
Grants Given	650.00	0.00	650.00	1050	-400.00	-38.10%
Grass Cutting	790.00	0.00	790.00	650	140.00	21.54%
Hall Hire	168.00	0.00	168.00	180	-12.00	-6.67%
Hall Refurb	557.00	0.00	557.00	0	557.00	
ICO	35.00	0.00	35.00	35	0.00	0.00%
Parish Hall Insurance	1116.30	0.00	1116.30	1109	7.30	0.66%
Memberships and Subs	189.00	0.00	189.00	255	-66.00	-25.88%
Signs Notice boards	111.42	18.62	130.04	0	130.04	
Mobile Top Up	60.00	3.33	63.33	0	63.33	
Postage	29.87	0.00	29.87	25	4.87	19.48%
Office Supplies	24.86	3.33	28.19	70	-41.81	-59.73%
Telephone Kiosks	0.00	0.00	0.00	200	-200.00	-100.00%
Street Light Electricity	306.17	15.31	321.48	545	-223.52	-41.01%
Street Light Maintenance	267.84	53.56	321.40	350	-28.60	-8.17%
Training	50.00	0.00	50.00	200	-150.00	-75.00%
Website	0.00	0.00	0.00	120	-120.00	-100.00%