

# COMPTON DANDO PARISH COUNCIL

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

**PRESENT:** D Drury (Chair), P Paget, A Dawes (AD), T Butler (TD)

**IN ATTENDANCE:** S Smith (Clerk), A Singleton (Ward Councillor)

## MINUTES OF A PARISH COUNCIL MEETING

HELD ON 17<sup>TH</sup> SEPTEMBER 2019 IN COMPTON DANDO PARISH HALL

- 1. APOLOGIES FOR ABSENCE:** Councillor CW, Councillor HM & Councillor BT
- 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 20<sup>TH</sup> AUGUST 2019**

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

### 5. WARD COUNCILLOR'S UPDATE

It was reported that Will Godfrey has been made the Chief Executive of B&NES Council.

It was reported that the Joint Spatial Plan has been rejected by the planning inspectorate for not enough use being made of brownfield sites and too much use of the Green Belt.

It was reported that although there are traffic implications for the closure of the Bath Recycling Centre at Midland Road, with people being directed to Pixash Lane site instead, there is virtually no other choice.

It was reported that progress with Community Speedwatch was slow.

### 6. FINANCE

#### 6.1 Finance Report for Compton Dando Parish Council 17<sup>th</sup> September 2019 Bank Reconciliation for 29/08/2019

The attached Bank Reconciliation was received and noted.

#### 6.2 Schedule of Expenditure for 01/04/2019 to 17/09/2019

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

#### 6.3 Parish Hall Payments for 17/09/2019

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

Cheque Number	Payee	Description	Amount
100027	Dustin Time	Window Cleaning	£20.00
100028	BANES Council	Licence	£70.00
100029	CDPC	Insurance	£561.18
100030	H Dottridge	Lottery Prizes	£100.00

**6.4 TO CONFIRM THAT THE CLERK IS THE RFO WHERE THE FINANCIAL POLICY STATES THAT FOR ANY INTERNET BANKING ARRANGEMENTS, THE RFO IS TO BE THE SERVICE ADMINISTRATOR**

The Parish Council Standing Orders under **15. Accounts and Financial Statement** state:

“b. All payments by the council shall be authorised, approved and paid in accordance with the law, proper practices and the council’s financial regulations”.

This was DULY CONFIRMED.

**7. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 20<sup>th</sup> AUGUST 2019: items 5.2, 7.1, 7.4**

**7.1 MEETING REGARDING THROUGH TRAFFIC IN QUEEN CHARLTON VILLAGE**

It was reported that discussions between residents and B&NES Council Highways officer lead to road closure being considered as the best probable option.

A consultation with the residents of Queen Charlton will be organised by Councillor CW and a villager, with a view to presenting a proposal to B&NES Council once the villagers have decided whether they want the road closed to traffic from Whitchurch or not.

For a successful outcome, the engineering works would need to be funded outside B&NES Council, and would largely fall on the residents of Queen Charlton. The cost being estimated at £20,000 - £30,000 including legal fees.

It has been requested that the Parish Council discuss the following:

**7.1.1. TO DECIDE TO AGREE TO THE PROPOSAL THAT THE ROAD THROUGH QUEEN CHARLTON VILLAGE SHOULD BE CLOSED TO TRAFFIC FROM WHITCHURCH**

It was AGREED that this should be brought back to the Parish Council once the consultation with the villagers of Queen Charlton had taken place.

**7.1.2 TO DECIDE IF THE PARISH COUNCIL WOULD AGREE TO TAKING ON THIS ROAD CLOSURE AS A PROJECT**

The Clerk reported that it would not be possible to claim back the VAT for a community project.

**7.1 CONFIRMATION OF DEFIBRILLATOR TRAINING DATE – COUNCILLOR DD**

It was confirmed that the defibrillator training would take place at 7 pm on Friday the 18<sup>th</sup> of October in Compton Dando Parish Hall.

**7.3 TO CONSIDER QUOTES FOR NEW BINS IN COMPTON DANDO AND QUEEN CHARLTON – COUNCILLOR DD**

It was suggested that quotes for more wood ‘lookalike’ bins should be obtained as it was thought this style may look better in the villages.

Further research will be carried out (ACTION COUNCILLOR DD).

**8. MATTERS FOR DISCUSSION/DECISION**

**8.1 TO CONFIRM THE DATE OF THE CLERK’S APPRAISAL**

This was confirmed for 7.30 pm on Tuesday 15<sup>th</sup> of October in Compton Dando Parish Hall.

**8.2 TO DECIDE IF KELSTON FORGE ARE TO BE ASKED FOR A QUOTE FOR THE RESTORATION OF THE HUNSTRETE LANE AND COCKERS HILL JUNCTION FINGER POST AS THE FUNDS FROM TESCO BAGS FOR HELP ARE NOW IN THE BANK ACCOUNT**

There are 3 fingers attached to the post. One states Hunstrete 1¼, another Compton Dando without a distance and the third is broken with no name for a direction.

It was reported that there is a missing finger which should say 'Woollard ¼' and the short finger at the top was not for direction but another purpose, which hopefully will be ascertained (ACTION COUNCILLOR TB).

**8.3 TO APPROVE THE DOCUMENT RETENTION STATEMENT**

The Document Retention Statement was APPROVED and DULY SIGNED.

**8.4 TO MINUTE THE THREE YEARLY LEGAL REQUIREMENT TO ASK THE CLERK IF SHE WANTS TO OPT-IN TO THE NEST PENSION SCHEME**

The Chair asked the Clerk if she wished to opt-in to the NEST Pension Scheme. The Clerk replied that she did not wish to opt-in.

The Chair gave the Clerk a letter outlining the details of the changes in the law with regard to pensions.

**8.5 TO DECIDE IF THE NEW WEBSITE DESIGN NEEDS ANY AMENDMENTS/ADDITIONS**

It was decided that the middle photograph should be changed (ACTION WARD COUNCILLOR AS).

It was AGREED that the Councillor's details should be inside individual folder rather than in a long list. Town and Parish Council's Websites will be informed (ACTION CLERK).

**9. PLANNING APPLICATIONS RECEIVED**

**9.1 19/03927/TCA St Margaret's Church Queen Charlton Lane Queen Charlton Bristol Bath and North East Somerset BS31 2SH**

Holm Oak - Young memorial tree close/overhanging rd. - crown lift branches over rd. and graveyard, branches cut length up to 80cm long, cuts no more than 5cm to 10 cm to provide clearance over rd., 3m above rd. surface, reduce remaining tree branches to provide a natural looking flowing crown.

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

**10. APPEALS**

10.1 None

**11. DECISIONS**

11.1 19/00801/FUL Chewton Keynsham Church Chewton Road Chewton Keynsham Bristol  
Replacement of existing timber windows with double glazed timber windows. Replacement of timber back door with timber door. (CDPC support July 2019)

PERMIT

**12. 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:**

12.1 None

**13. ITEMS FOR ACTION**

13.1 None

**14. CORRESPONDENCE FOR ACTION**

**14.1 AN EMAIL FROM NALC INFORMING OF THE POLICY CONSULTATION E-BRIEFING 10-19 – 5G MOBILE COVERAGE IN RURAL AREAS AND ASKING FOR THE VIEWS OF THEIR MEMBERS**

The Ministry of Housing, Communities and Local Government (MHCLG) is leading a joint consultation with the Department for Culture, Media and Sport (DCMS) on extending 5G mobile provision in rural areas. The consultation document can be downloaded [here](#).

This consultation seeks views on the principle of amending permitted development rights for operators with rights under the Electronic Communications Code (Code Operators) to support deployment of 5G and extend mobile coverage, and the circumstances in which it would be appropriate to do so.

The consultation also seeks views on whether it is appropriate to impose specific limitations, conditions and restrictions on any amendments to permitted development rights to mitigate the impact of any new development.

**Consultation questions:**

NALC will be responding to the below review questions and is interested in the sector's views:

Question 1.1: If these in principle proposals (set out in Questions 2 to 5) were taken forward, what impact would they have on meeting the Government's ambitions in relation to mobile coverage including addressing 'total not-spots' and 'partial not-spots'?

Question 3.1: Do you agree with the principle of amending permitted development rights to allow an increase in the width of existing ground-based masts by more than one third, to support 5G deployment and encourage greater utilisation of existing sites?

Question 5.1: Do you agree in principle with amending permitted development rights to increase the height of new masts, subject to prior approval?

**Your views:**

Please email your responses to this review to [Claire.Goldfinch@nalc.gov.uk](mailto:Claire.Goldfinch@nalc.gov.uk) by 17.00 on 11 October, 2019.

The Parish Council's replies to the questions were as follows:

Q. 1.1 There are concerns for the public's health and the effect on the Green Belt.

Q. 3.1 The Parish Council do not agree.

Q 5.1 The Parish Council do not agree.

**14.2 EMAIL FROM THE PCAA REQUESTING ANY COMMENTS OR ADDITIONS FOR THE DRAFT AGENDA FOR THE MEETING TO BE HELD ON THE 26<sup>TH</sup> SEPTEMBER**

Anything to add should be received by the 22<sup>nd</sup> September.

The Parish Council have nothing to add.

**15.CORRESPONDENCE FOR INFORMATION**

15.1 None.

**16.REPORTS**

**16.1 PARISH HALL REPORT (APPENDED)**

**16.2 VILLAGE UPDATES**

16.2.1 It was reported that the dew pond has now been dug out but no pipes could be seen from the dew pond side. B&NES Council will check from the other side and said that the amount of digging should help stop the flooding even if no pipes are found to flush out.

**16.3 REPORT FROM THE BRISTOL AIRPORT WORKSHOP ON 6<sup>TH</sup> SEPTEMBER – COUNCILLOR PP**

It was reported that a summary of the workshop will be sent to the Parish Councils. The discussions were concerning the flight paths, with weight given primarily to safety and profitability.

The airport was asked for less flights over Areas of Outstanding Natural Beauty as designated quieter areas and also areas of high population.

It was reported that there is a need for modernisation by the airport because the current system is 50 years old.

**16.4 REPORT FROM CYBERCRIME TRAINING ON 16<sup>TH</sup> AND 17<sup>TH</sup> SEPTEMBER – COUNCILLOR DD AND CLERK**

It was reported that a pdf of the presentation will be sent out to the attendees and this will then be circulated.

It was reported that if problems should occur with your computer due to cybercrime, then help could be obtained from [www.ncsc.gov.uk](http://www.ncsc.gov.uk) (National Cybercrime Security Centre). This site is also a source of information to help prevent the crime happening.

It was reported that compromises can be reported to [www.actionfraud.police.uk](http://www.actionfraud.police.uk).

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

None.

**DATE OF NEXT MEETING IS 16<sup>TH</sup> JULY 2019 AT 8.00PM IN COMPTON DANDO PARISH HALL**

**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**

**17/09/2019**

Prepared by: Clerk Susan Smith  
Approved by: Chair

Date:  
Date:

06/09/2019  
17/09/2019

<b>Bank Reconciliation Date:</b>	29/08/2019
<b>Bank Balance at Date:</b>	10,093.87
<b>Unpresented cheques</b>	8.00
<b>Bank Balance less unpresented cheques</b>	10085.87
<b>Cashbook Balance at Date</b>	10085.87

21/05/2019 Queen Charlton village hall hire 001481 8.00

Unpresented cheques 8.00

**Cheques to be paid**

<b>Description</b>	<b>Cheque No</b>	<b>Amount</b>
Came & Company Insurance	001453	1122.36
Tallowood Training Solutions Dfib Training	001454	175
PAYE 06 Aug to 05 Sept month 5	001455	29.2
Clerk's Salary and expenses	001456	403.4

**Financial Report**

<b>From</b>	<b>01/04/2019</b>	<b>To</b>	<b>17/09/2019</b>		
	<b>Net</b>	<b>Budget</b>	<b>Variance</b>	<b>%Variance</b>	
Clerk's Salary	2085.60	5298.32	-3212.72	-60.64%	
Clerk's Expenses	29.30	71.19	-41.89	-58.84%	
Clerk's PAYE	67.80	206.00	-138.20	-67.09%	
Audit Fees	200.00	463.50	-263.50	-56.85%	
Solicitor Fees	0.00	154.50	-154.50	-100.00%	
Donation	32.50	154.50	-122.00	-78.96%	
Grants Given	445.00	515.00	-70.00	-13.59%	
Grass Cutting	200.00	824.00	-624.00	-75.73%	
Hall Hire	200.00	208.06	-8.06	-3.87%	
Hall Refurb	0.00		0.00		
ICO	35.00	36.05	-1.05	-2.91%	
Parish Hall Insurance	0.00	555.77	-555.77	-100.00%	
Memberships and Subs	135.00	416.07	-281.07	-67.55%	
Signs Notice boards	0.00	1421.40	-1421.40	-100.00%	
Mobile Top Up	10.00	61.80	-51.80	-83.82%	
Postage	8.40	33.04	-24.64	-74.58%	
Office Supplies	1.99	112.34	-110.35	-98.23%	
Telephone Kiosks	0.00	0	0.00		
Street Light Electricity	113.11	482.11	-369.00	-76.54%	
Street Light Maintenance	133.92	289.67	-155.75	-53.77%	
Training	99.00	169.95	-70.95	-41.75%	
CiL Payments	0.00		0.00		
Website	0.00	0	0.00		
Parish Hall Expenses	398.72		398.72		

## **Parish Hall Report**

**September 2019**

The Hall Committee is pleased to report that, after a three-month probationary period, the care-taking contract with Cheryl and Chris Cooper has been made permanent.

There have been nothing but glowing reports about the state of the Hall and we look forward to an enduring and mutually satisfactory association with Cheryl and Chris.

John Dottridge  
September 2019