

REMOTE COUNCIL MEETINGS.

In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”), Keynsham Town Council will be holding Council and Committee meetings virtually using the Zoom platform whilst these regulations remain in place during the COVID crisis.

The meeting ID and password specific for the meeting concerned will be available on the agenda posted on the Parish Council website, so that members of the public can attend. Details of how to join a meeting using Zoom can be accessed here <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

The Parish Council will be prioritising and focusing on urgent issues/business. Members of the public wishing to address the Council during Public Participation are asked to bring this to the attention of the Clerk or in any case the Chairman before the start of the meeting and are reminded that the Council cannot make any decision on matters that do not appear on the agenda. If any members of the public have questions about matters not on the agenda, they are requested to contact the Clerk of the meeting by telephoning **07746930582** or emailing comptondando-parishcouncil@outlook.com

To: - All Compton Dando Parish Councillors

Dear Councillor,

You are requested to attend a meeting of Compton Dando Parish Council to be held **Virtually via Zoom** on **Tuesday 19th May at 8.00 pm.**

Members of the public can attend the meeting via Zoom

Meeting ID: 845 5268 9373

Password: 192794

Details of how to join a meeting using Zoom can be accessed here

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

The Agenda for the meeting appears overleaf.

12th May 2020

Susan Smith
Parish Clerk

PARISH COUNCIL AGENDA

TO BE HELD ON 19TH MAY 2020 IN COMPTON DANDO PARISH HALL

To all Parish Councillors

You are summoned to attend a VIRTUAL meeting of the Parish Council on Tuesday 19th May 2020
At 8.00pm

The public are welcome to follow the virtual meeting – details of the Zoom meeting log on are:

Meeting ID: 845 5268 9373

Password: 192794

<https://us02web.zoom.us/j/84552689373?pwd=VWdFT1NRUWZuN1JwcW1YeFR2Y0VRUT09>

Susan Smith – Clerk to the Parish Council

Date: 12TH May 2020

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 16th September 2014, available at http://www.comptondando-parishcouncil.org.uk/docs_publications/).

To note that it has been resolved that Councillor D Drury will continue as Chair and Councillor P Paget will continue as Vice Chair for the municipal year 2020/2021, as agreed by the Parish Council outside the meeting, in agreement with guidance received from Government/NALC.

Councillors Drury and Paget will sign their Acceptance of Office to be witnessed by the Clerk through the Zoom meeting.

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 AND SIGN THE MINUTES OF THE MEETING HELD ON 17TH MARCH 2020 AND TO CONFIRM THE NOTES FROM 21ST APRIL ITEMS REQUIRING A RESPONSE

5. WARD COUNCILLOR'S UPDATE

6. FINANCE

6.1 TO RECEIVE A REPORT OF PARISH COUNCIL FINANCE

6.2 TO APPROVE AND SIGN CHEQUES FOR PAYMENT FOR THE PARISH COUNCIL

The Clerk has been delegated authority to sign the pre-signed cheques.

6.3 TO APPROVE CHEQUES FOR PAYMENT FOR THE PARISH HALL

The payments will be made using internet banking by the Clerk who has delegated powers.

6.4 PRESENTATION OF THE 2019 TO 2020 ACCOUNTS (APPENDED)

The Public Right to View this year will be announced at the August 18th meeting.

The accounts are currently unaudited and maybe subject to change.

6.5 APPOINTMENT OF AUDITORS FOR FINANCIAL YEAR 2020 TO 2021

6.6 TO APPROVE AND SIGN THE SELF CERTIFICATION AS AN EXEMPT AUTHORITY

Compton Dando Parish Council is classed as a smaller council as its income is below £25,000, therefore it will come under the title of an exempt authority when it comes to the external audit in 2018.

If it is felt that there is a sound, effective system of financial control in place, an effective internal audit and the Code of Transparency is followed, then it is possible to self-certify as an exempt authority.

The Parish Council have been picked for an intermediate review this year, which means although we are certifying the Parish Council exempt, the external auditor PKF Littlejohn, will require the AGAR (Annual Governance & Accountability Return) documentation to be forwarded to them as well as the signed Exemption Certificate, once the internal audit has been carried out.

6.7 TO SIGN THE CiL EXPENDITURE REPORT FOR THE FINANCIAL YEAR 1ST APRIL 2019 TO 31 MARCH 2020

6.8 TO APPROVE PAYMENT OF £20 FOR THE ANNUAL RENTAL OF THE MILLENNIUM GREEN LAND

7. TO RECEIVE UPDATES FROM THE APRIL ITEMS REQUIRING A RESPONSE

7.1 None

8. MATTERS FOR DISCUSSION/DECISION

8.1 TO REVIEW THE YEARLY RISK ASSESSMENT PROCEDURES LIST

8.2 TO REVIEW THE SECURITY INCIDENT RESPONSE POLICY

8.3 TO REVIEW THE GDPR CONSENT TO HOLD INFORMATION FORM

8.4 TO REVIEW THE ACCIDENT AND INJURY RECORD FOR THE CLERK FORM

8.5 TO REVIEW THE RISK ASSESSMENT POLICY

8.6 TO DISCUSS THE 3 APPLICATIONS FOR THE S137 GRANT

The 3 applications were for the following:

1. £595 for stabilising soil with mesh and seed grass on muddy patch beyond Compton Bridge
2. £326 for cut back grass and rough saplings along bank of stream below Church Field
3. £600 for installation of an electric car charging point.

8.7 TO NOTE THAT ITEMS RELATING TO THE ANNUAL PARISH MEETING WIL BE DEALT WITH AT A LATER MEETING – THE DATE TO BE AGREED

8.8 TO CONSIDER THE ACTION TO BE TAKEN WHEN RESIDENTS DO NOT HAVE THEIR RUBBISH/RECYCLING COLLECTED

8.9 TO RECEIVE NOTICE THAT AVON & SOMERSET POLICE WILL NOT BE CONSIDERING THE APPLICATION FOR FUNDING FOR THE WELLSWAY ISLAND UNTIL JULY DUE TO COVID-19

8.10 NOTIFICATION OF THE ANNUAL SUBSCRIPTIONS (APPENDED)

8.11 TO INSPECT THE REGISTER OF ASSETS

8.12 APPOINTMENT OF A REPRESENTATIVE FROM THE PARISH COUNCIL TO THE PARISH HALL MANANGEMENT COMMITTEE

8.13 APPOINTMENT OF A REPRESENTATIVE FOR ALCA

8.14 APPOINTMENT OF A REPRESENTATIVE FOR THE PCAA

8.15 TO DECIDE ON A RESPONSE TO THE LOCAL PLAN PARTIAL UPDATE

The Local Plan partial update is not a new Local Plan; but is an update of some key elements of the Core Strategy and Placemaking Plan (together comprising the adopted Local Plan for B&NES) in order to address urgent issues.

The commencement document on which BANES are inviting comments sets out the proposed scope of the partial update, why it is being prepared and the programme for its preparation. We are inviting comments on the following questions:

1. Do you have any comments on the proposed scope and content of the Local Plan Partial Update, and the policies to be updated?
2. Do you have any comments on the programme for the preparation of the Local Plan Partial Update?
3. Do you have any other specific observations to make on the Local Plan Partial Update?

<https://beta.bathnes.gov.uk/planning-consultation-local-plan-partial-update-and-statement-community-involvement>

Comments are required by 1st June.

8.16 TO DECIDE ON ANY ADDITIONAL COMMENTS TO THOSE ON THE DRAFT BRTG COMMENT ON THE PARTIAL REVIEW OF THE LOCAL PLAN

8.17 TO MINUTE THE CALL FOR SITES

In order to help inform the partial update of the Local Plan the Council is undertaking a 'call for sites'. We are asking communities and other stakeholders to submit sites they consider to be potentially suitable for development for housing, employment uses or renewable energy development. The 'call for sites' has commenced and sites should be submitted by **15th June 2020** for them to be assessed as part of the next HELAA report and to inform the next stage of the Local Plan partial update. Please note that submission for and inclusion in the HELAA does not give the site any planning status.

Further details, including an updated sites submission form, has been published today and can be found on the Council's website at <https://beta.bathnes.gov.uk/call-site-proposals-development-helaa>

9. PLANNING APPLICATIONS RECEIVED

9.1 20/01316/FUL Tucking Mill Farmhouse Tuckingmill Lane Compton Dando Bristol Bath and North East Somerset BS39 4LF

External alterations to include erection of rear extension to utility room and rear extension to external covered area.

9.2 20/01317/LBA Tucking Mill Farmhouse Tuckingmill Lane Compton Dando Bristol Bath and North East Somerset BS39 4LF

Internal and external alterations to include erection of rear extension to utility room, rear extension to external covered area. and internal alterations.

9.3 19/04849/FUL Rosebank Common Lane Compton Dando Bristol Bath and North East Somerset
Construction of new masonry chimney to west elevation and new stainless-steel flue to east elevation. Alterations to external materials and fenestration approved under application 18/04892/ADCOU.

10. APPEALS

10.1 None.

11. DECISIONS

11.1 20/00790/ADCOU Barn East of Ivy Cottage Queen Charlton Lane Queen Charlton Bristol Prior approval request for change of use from Agricultural Buildings to Dwelling (C3) (1no dwelling) and associated operational development. (CDPC Object March 20200

APPROVE

11.2 20/00921/FUL The Cottage Clayley Hunstrete Lane Compton Dando Bristol BS39 4NX
Erection of a single and two storey extension to the cottage. (CDPC comments only March 2020)

WITHDRAWN

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 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 None.

15. CORRESPONDENCE FOR INFORMATION

15.1 None.

16. REPORTS

16.1 PARISH HALL REPORT (ANNUAL)

16.2 VILLAGE UPDATES ('For information only at the meeting. Matters for discussion will be carried forward to next meeting').

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

DATE OF NEXT MEETING (VIRTUAL) IS 16TH JUNE 2019 AT 8.00 PM

Bank Reconciliation as per Bank Statement on 31st March 2020

Balance per bank statement at 31 March 2020	6759.02
Less unrepresented cheques (listed individually)	
Cheque number	Amount
1458	9.60
1532	8.00
1537	472.80
1538	202.13
	692.53
Balance as per bank statement less unrepresented cheques	6066.49
Balance as per cash book at 31 March 2020	6066.49

Annual Return 2019-20

Description	2018-19	2019-20	Difference	Variance
1. Brought Forward	8828.58	6725.79		
2. Precept	10000.00	12233.45	2233.45	22.33
3. Other Receipts	6812.73	3023.67	-3789.06	-55.62
4. Staff Costs	4855.97	5217.12	361.15	7.44
5. Loan Repayments	0.00	0.00	0.00	
6. Other Payments	14059.55	10699.30	-3360.25	-23.90
7. Carried Forward	6725.79	6066.49		

**COMPTON DANDO PARISH COUNCIL
YEAR ENDING 31ST MARCH 2020**

NOTICE OF SUBSCRIPTIONS

& CONTRACTS

	£
Parish Council Airport Association	75.00
Avon Local Councils Association	126.60
Society of Local Councils Clerks	109.00
Association of Local Council Clerks	40.00
Information Commissioner – Data Protection	35.00
Grass cutting	800.00
CPRE	36.00
Malwarebytes	16.62
Heartsafe Defibrillator Monitoring	58.80
Website Hosting	180.00
Total	1477.02