

# COMPTON DANDO PARISH COUNCIL

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

**PRESENT:** D Drury (Chair), P Paget, A Dawes (AD), C Willows (CW), T Butler (TD), H Maggs (HM),  
B ter Haar (BT) + 4 members of the public

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

## MINUTES OF A PARISH COUNCIL MEETING (VIRTUAL MEETING USING ZOOM)

HELD ON 17<sup>TH</sup> NOVEMBER 2020

1. **APOLOGIES FOR ABSENCE:** None.
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> OCTOBER 2020**

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

### 5. WARD COUNCILLOR'S UPDATE

The following matters were reported:

- The Pixash Recycling Centre consultation has not commenced but alternative recycling options in Bath are being pressed for, to stop all Bath's recycling taking place in Keynsham
- There is a Government consultation finishing on the 22<sup>nd</sup> November regarding pavement parking.
- Speedwatch has still not started because the confusing speed signage in Compton Dando has still not been sorted out.
- The dangerous junction between Redlynch Lane and Charlton Road is to be investigated at some point. The residents of Chewton Keynsham have started a petition.
- The request for no through traffic through Queen Charlton village fits in with encouraging more walking and cycling.

It was then suggested that making the Redlynch Lane/Charlton Road junction safer could lead to more traffic through Chewton Keynsham so this action needs to be planned carefully.

**At this point item 8.1 was brought forward.**

### 6. FINANCE

#### 6.1 Finance Report for Compton Dando Parish Council 17<sup>th</sup> November 2020 Bank Reconciliation for 29 October 2020

The attached Bank Reconciliation was received and noted.

#### 6.2 Schedule of Expenditure for 01/04/2020 to 17/11/2020

The attached Schedule of Accounts was approved. The Clerk has been delegated authority to sign the pre-signed cheques.

### 6.3 Parish Hall Payments 17/11/2020

The Schedule of Accounts was approved and the payments will be made by the Clerk with delegated power, using internet banking.

<b>Cheque Number</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
100007	H Dottridge	Lottery Prizes	£100.00

**At this point items 8.2, 8.3 and 7.4 were brought forward and considered as one item.**

### 6.4 TO APPROVE THE CONTINUED USE OF VARIABLE DIRECT DEBITS

Currently there are 2 direct debits, one to EDF for the electricity used for street lighting and the second to Information Commissioner's Office (ICO) for the Parish Council's data protection certificate.

It was RESOLVED that the 2 direct debit payments should continue.

### 7. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 20<sup>TH</sup> OCTOBER 2020

#### 7.1 THE VERGE BEYOND COMPTON BRIDGE

George Bottin was emailed informing him that creating a layby would be what the majority of the residents of Compton Dando would like, and a request to add this to the Capital Projects list for the future was made.

The following reply was received from George Bottin, Highways Department:

"Any improvements of this nature would have to be considered by the Council's Traffic team. Essentially, they get allocated funding for improvements to the Highway network and Highways get funding to maintain the existing network. I will discuss with relevant colleagues but as always, the funding is finite and prioritised against many other competing schemes. I suspect that the change from a verge to a layby at this location would be considered a low priority in the grand scheme of things but appreciate it has its merits."

Received and noted.

#### 7.2 RESPONSE FROM POLICE REGARDING PARKING ON THE PAVEMENT BY THE 2-HEADED MAN CAR SALESROOM

The Clerk reported that PC James Evans had spoken to the garage owner and that to date, no more complaints had been received.

#### 7.3 UPDATE ON THE BLOCKING OF ONE OF THE ARCHES UNDER COMPTON BRIDGE

The response from the Environment Agency was as follows:

Debris that is blocking the flow and causing a flood risk can be reported to us on 0800 80 70 60.

General maintenance including the removal of debris is the responsibility of the riparian owner (the owner of the land alongside the watercourse).

More information is available on gov.uk.

<https://www.gov.uk/guidance/owning-a-watercourse>

The response from the Diocese of Bath & Wells was:

In terms of responsibility, the Tenant who rents the land from The Diocese are responsible for the maintenance of the boundaries, this does not include the watercourse itself.

The landowner local to the area, contacted the Environment Agency incident room who have taken responsibility for the debris.

The debris has now been cleared.

Received and noted.

#### **7.4 BUDGET 2021 TO 2022 – COUNCILLOR BT**

To receive feedback in respect of actions on the budget:

A request for a bench along the Chew walk between Chewton Keynsham and Compton Dando has been requested.

This item was discussed under item 8.2.

#### **7.5 UPDATE ON THE INSTALLATION OF THE TRAFFIC ISLAND ON THE JUNCTION OF THE WELLSWAY AND CHEWTON ROAD**

This is was installed on the 4<sup>th</sup> November but is still needing the signs to be attached to the pole.

#### **7.6 UPDATE ON THE REPLACEMENT OF THE 'KEYNSHAM' FINGER ON THE REDLYNCH/CHEWTON ROAD FINGERPOST**

The Clerk reported that a join repair had been carried out and it was in the process of being painted. A Chewton Keynsham resident has volunteered to paint the lettering black.

#### **7.7 UPDATE ON THE REPLACEMENT HUNSTRETE FINGER**

The Clerk reported that the cast had been made and the finger was now undergoing the next stage in the process.

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

#### **8.1 TO RECEIVE A PRESENTATION BY BATH & WEST COMMUNITY ENERGY (BWCE)**

The Parish Council received a presentation from BWCE, who have been commissioned to work with Zero Carbon Compton (ZCC) on a renewable energy scheme. Contributions were also made by a member of ZCC.

The aim is to identify projects that are suitable for grant applications.

A letter of support was requested from the Parish Council to be sent to the grant companies.

It was RESOLVED that this would be done. The necessary information would be sent from ZCC to the Clerk.

It was RESOLVED to grant the Clerk delegated powers to produce the letter to be sent to the grant authority.

It was reported that all Councillors would need full dispensation in this matter.

Following a question, it was reported that using water power was far more complex to set up and maintain, so initially projects would be based on solar power in well screened fields in a wider area than Compton Dando.

## **8.2 TO DISCUSS THE 2021-2022 BUDGET BEFORE FINAL APPROVAL IN DECEMBER**

The following decisions were taken:

- £1000 should be allocated to the S137 Grant
- £200 should be allocated for donations
- £480 should be allocated for training
- £500 should be allocated for signs and noticeboards

It was DECIDED that a separate section for maintenance should be created for the budget, separating it from grass cutting.

It was reported that the new contract being negotiated with Volker was expected to be cheaper for maintenance of the lights, but the parts would be more expensive, probably due to the introduction of LED lamps.

The Chair will make contact with Volker and the parish clerk involved in the negotiations to seek and update, and further information in respect of costing on replacing sodium lighting with LED (ACTION COUNCILLOR DD).

It was reported that there had been 2 requests from parishioners to be considered in the budget. One had been passed to the Parish Hall and the other had been a request for a bench half way along the walk beside the Chew River from Chewton Keynsham to Compton Dando.

It was reported that the permission of the landowner would be needed.

It was suggested that a simple bench of 2 supports and a plank between them would be fitting for the location.

It was reported that the British Trust for Conservation Volunteers (BTCV) had previously purchased similar benches that were of good quality.

It was suggested that Compton Dando Community Association (CDCA) could apply for a S137 Grant to purchase a simple bench.

It was also reported that the Coronation Tree fence in Queen Charlton had now been completely destroyed and also that part of the Millennium Green fence was rotting.

It was suggested that a list of ideas for CiL money expenditure should be kept (ACTION CLERK).

## **8.3 TO DECIDE ON THE LEVEL FOR THE S137 GRANT**

This was discussed under item 8.2.

## **8.4 TO DISCUSS PARISH COUNCIL COMMUNICATIONS**

It was reported that The Chew Valley Gazette (CVG) had been in contact with the Clerk and were happy to receive the draft minutes for publication each month. The Clerk had reminded the editor that draft minutes could be subject to change.

Councillor BT had produced a condensed report from the October minutes for the Publow and Pensford Parish Magazine. He said that the Standing Orders permitted this and it would be more interesting than the formal minutes.

Some concern was raised that there should be no bias towards certain items and that Councillors names should not be mentioned.

It was felt that a condensed version could be a positive move.

It was DECIDED that the Clerk should forward a link to the parish magazine for Councillors to view the articles that were submitted, then take a decision in the December meeting whether condensed reports should be submitted for publication (ACTION CLERK).

**8.5 TO RECEIVE NOTIFICATION THAT THE COMMENCEMENT OF THE CLEAN AIR ZONE IN BATH CITY STARTS ON 15<sup>TH</sup> MARCH 2021**

Received and noted.

**8.6 TO REVIEW THE COUNCILLOR TRAINING**

This item was discussed under item 8.2.

**8.7 TO RECEIVE NOTICE OF THE SCOPING FOR THE PIXASH RECYCLING CENTRE**

The scoping document is 20/0364/scope - Ministry of Defence storage and distribution centre and is 43 pages long.

Received and noted.

**8.8 TO NOTE THE NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) CLIMATE CHANGE SURVEY AND REQUEST DELEGATED POWERS FOR THE CLERK OR CHAIR TO COMPLETE**

<https://www.surveymonkey.co.uk/r/HVNZMR6>

It runs until the 29<sup>th</sup> January 2021.

It was suggested that the survey could be completed as individuals.

It was DECIDED that Councillor DD and the Clerk would answer the survey offline, then bring their suggestions to the December meeting (ACTION COUNCILLOR DD AND CLERK).

**8.9 TO DECIDE ON COMMENTS FOR STANDARDS MATTER 2: PUBLIC CONSULTATION AND PUBLIC SECTOR SURVEYS**

The main consultation can be found here:

<https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey>

NALC have requested responses to this consultation to be emailed to [policycomms@nalc.gov.uk](mailto:policycomms@nalc.gov.uk) by 17.00 on 4 December 2020

Received and noted.

It was reported that this was a very complex survey and not that relevant to the Parish Council.

It was DECIDED not to submit any comments.

#### 8.10 TO RECEIVE NOTICE OF THE SCOPING FOR RESOURCEFUL EARTH

The scoping application for Resourceful Earth is 30/03815/Scope and 221 pages long.

Received and noted.

#### 8.11 TO RECEIVE AN UPDATE ON THE PARK COPSE DEFINITIVE MAP MODIFICATION ORDER (DMMO) – COUNCILLOR BT

It was reported that the address on the document should be that of the Clerk's.

It was DECIDED that the completed DMMO application should be circulated to the Councillors before the next meeting and an item for further discussion added to the December agenda.

No witness statements will be circulated.

#### 8.12 TO RECEIVE NOTICE THAT BREACHES OF THE COVID-19 REGULATIONS CAN BE REPORTED

<http://www.avonandsomerset.police.uk/report/breach-of-Covid-19-restrictions/>

Received and noted.

### 9. PLANNING APPLICATIONS RECEIVED

9.1 20/04015/TCA Manor Farm Cottage Access Road to Charlton Farm Queen Charlton Bristol Bath and North East Somerset BS31 2SH  
Llandihi T1 - fell  
Llandihi T2 - fell  
Christmas - T3 - fell  
Christmas T4 - fell

The Parish Council support the opinion of the arboriculturist.

### 10. APPEALS

10.1 None

### 11. DECISIONS

11.1 20/03246/HEDGE Sewage Works, Old Burnett Lane, Burnett, Keynsham, Bristol, Bath and North East Somerset, BS31 2TF

The length of hedgerow will be removed in order to build a new access track from the site onto the unclassified road. This additional entrance is required for access to the new inlet works being installed on site. The hedgerow will not be replanted as the new access will be built in its place.

NO OBJECTION

### 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 AVON LOCAL COUNCILS ASSOCIATION (ALCA) HAVE REQUESTING PUBLIC PARICIPATION IN A WEST OF ENGLAND COMBINED AUTHORITY (WECA) SURVEY ON THE FUTURE OF THE WEST OF ENGLAND**

WECA are asking people living and working in the West of England for their views about the future of the region, to ensure the region is a greener, more connected place to live and work. The feedback will help shape a Spatial Development Strategy that will make sure that homes, employment spaces and transport links are planned in the right places over the next 20 years.

It's important that WECA involves residents, businesses and organisations at this early stage of the process, so that they can make sure the plan reflects the priorities of the people who live and work in the region.

The survey can be accessed through the webpage at [www.westofengland-ca.gov.uk/future-of-the-region/](http://www.westofengland-ca.gov.uk/future-of-the-region/) and will open until Monday 14 December 2020. If you would like a paper copy or the information in an alternative format, please call 0117 428 6210 or email [planning@westofengland-ca.gov.uk](mailto:planning@westofengland-ca.gov.uk).

It was DECIDED that the survey would take too long to complete in a meeting, so should be completed as individuals.

## **15. CORRESPONDENCE FOR INFORMATION**

15.1 None.

## **16. REPORTS**

### **16.1 PARISH HALL REPORT (APPENDED)**

It was stated that thanks should be given to all those that have worked so hard getting the Parish Hall up and running and making it a safe building to use.

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

#### **16.2.1** The pot hole repairs on Peppershells Lane are very poor and this will be reported on FixMyStreet.

It was reported that there is an issue with FixMyStreet in that, no checks were made on the repairs before issuing a closure notice. This is being looked into.

#### **16.2.2** A request for the repair of the wooden bridge over the stream next to the Parish Hall had been turned down through FixMyStreet, saying it wasn't the responsibility of Bath & NE Council. This has now been reported again with the added information that the bridge is part of the footpath network of the village, and the Clerk has been informed that this will be looked into.

#### **16.2.3** It was reported that Bath & NE Somerset Council are running an all-day climate event online on the 19<sup>th</sup> November.

**16.3 REPORT FROM THE PARISH COUNCILS AIRPORT ASSOCIATION (PCAA) AGM ON 22 OCTOBER – COUNCILLOR CW**

It was reported that this was mainly the election of officers, but fund raising for the legal fees has now achieved the required amount.

**16.4 REPORT FROM THE PARISH LIAISON MEETING (PLM) ON 22 OCTOBER (APPENDED) – CLERK AND COUNCILLOR DD**

**16.5 REPORT FROM KEYNSHAM AREA AND SOMER VALLEY FORUM ON 11 NOVEMBER**

It was reported that the combined meeting did not seem as successful as those forum events just run for the Keynsham area members.

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

The Centre of Sustainable Energy Pilot Scheme providing monthly packs for the use of Parish Councils.

**DATE OF NEXT MEETING IS 15<sup>TH</sup> DECEMBER AT 8.00PM (VIRTUAL)**

**THE MEETING CLOSED AT 10 PM**

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....



The diagram below shows the performance against the budget:

For year beginning 01/04/2020

**Performance against Budget**

Name	Description	Budget	Actual	Difference	Variance
AUDIT	Audit Fees	210.00	200.00	-10.00	-4.76%
DONATIONS	Donation	52.50	200.00	147.50	280.95%
EXPENSES	Clerk's Expenses	89.25	47.76	-41.49	-46.49%
GRANTS GIVEN	Grants Given	1050.00	0.00	-1050.00	-100.00%
MAINTENANCE	Grass Cutting and general maintenance	871.50	0.00	-871.50	-100.00%
HALL HIRE	Hall Hire	210.00	0.00	-210.00	-100.00%
ICO	ICO	36.75	35.00	-1.75	-4.76%
KIOSKS	Telephone Kiosks	0.00	0.00		
MOBILE	Mobile Top Up	52.50	10.00	-42.50	-80.95%
PAYE	Clerk's PAYE	199.50	157.00	-42.50	-21.30%
PH INSURANCE	Parish Hall Insurance	588.00	645.11	57.11	9.71%
POSTAGE	Postage	36.75	16.80	-19.95	-54.29%
SALARY	Clerk's Salary	5621.95	3470.80	-2151.15	-38.26%
SIGNS	Signs Notice boards	1575.00	1180.00	-395.00	-25.08%
SL ELEC	Street Light Electricity	483.00	240.27	-242.73	-50.25%
SL MAINT	Street Light Maintenance	525.00	66.96	-458.04	-87.25%
SOLICITOR	Solicitor Fees	0.00	0.00		
SUBS	Memberships and Subs	430.50	127.62	-302.88	-70.36%
SUPPLIES	Office Supplies	105.00	52.88	-52.12	-49.64%
TRAINING	Training	315.00	60.00	-255.00	-80.95%
WEBSITE	Website	189.00	192.59	3.59	1.90%
TOTAL	Total for year to date	12641.20	6702.79	-5938.41	-46.98%

The diagram below shows the bank reconciliation as at the 29<sup>th</sup> of October 2020:

Statement Date 29/10/2020

### Bank Reconciliation

**Statement Entries**

Date	Cashbook Date	Reference	Description	Debit	Credit	Balance
02/10/2020			Opening Balance			13111.25
22/10/2020	22/10/2020		CDPH part payment insurance		300.00	13411.25
23/10/2020	20/10/2020		Tinknell Heating boiler service	190.00		13221.25
23/10/2020	23/10/2020		CDPH part payment insurance		45.10	13266.35
23/10/2020	23/10/2020		CDPH boiler service		158.33	13424.68
26/10/2020	26/10/2020		CDPH part payment insurance		300.00	13724.68
27/10/2020	20/10/2020		PAYE months 5 & 6	36.00		13688.68
29/10/2020	20/10/2020		Clerk's Salary and Expenses	547.97		13140.71

**Outstanding Entries**

Cashbook Date	Reference	Description	Debit	Credit	Balance
15/10/2019		PAYE 06 Sep to 5 Oct month 6	9.60		-9.60
17/09/2020		PCAA Rule of Six Status Fund	200.00		-209.60

**Reconciliation**

Closing Bank Balance	13140.71
Outstanding	-209.60
Closing Bank Balance + Outstanding	12931.11
Cashbook Balance	12931.11

Transactions to 17/11/2020

### Transactions since Statement

Cashbook Date	Reference	Description	Debit	Credit	Balance
17/11/2020		Clerk's Salary and Expenses	419.25		12511.86
17/11/2020		Parish Council Websites annual hosting fee	180.00		12331.86
17/11/2020		ALCA Good Councillor Training (BT)	60.00		12271.86

## Parish Hall Report

### November 2020

Whilst, of course, not wishing to detract from the national effort to counter the dreadful effects of COVID-19; as a management committee, we are jolly miffed that the results of months of hard work have been suspended yet again as public spaces, such as The Parish Hall, have been ordered to close.

We hope that this present closure will not persist and, once over, we shall make whatever further precautions are required to ensure our hirers comfort and safety.

In the meantime, we thank those formally and informally helping us with the safekeeping of the fabric of the Hall and hope it is not a question of "out of use, out of mind".

Looking on the bright side, might we be able to hire the Hall to the NHS as an inoculation station?

John Dottridge

## Parish Liaison (PLM) meeting 22 October 2020 Notes

### General Update:

- COVID-19 numbers are plateauing
- WECA (West of England Combined Authority) is focussing on the economic recovery of the region
- Looking into sharing information across the communities
- Webinars available on BANES YouTube channel

**Finance Update:**

- There is a medium-term financial plan which is aimed at reducing an 18 million deficit to 9 million and then to be on an even keel by 2024/2025
- Revenue grants are not continuing in 2021/2022
- Gov not reimbursing the business income
- Aim to reduce reliance on income
- Aim to improve property estate
- Looking at way adult social care is delivered to reduce costs

**Health:**

- Thanks to great work by Public Health team for the COVID-19 preparation and for suicide prevention.
- Developing food strategy for food poverty and opening food pantries – members get good food at reasonable cost
- Community Hub was set up within 10 days
- 14 schools have cases of COVID-19 – 21 children and staff

**Green Waste:**

- Collections back to normal

**Transport:**

- Looking at safer routes to get to school in NE Bath
- Air pollution has been checked in Keynsham and /Temple Cloud
- Liveable Neighbourhood policy – hope will be extended out and taken on board in rural communities
- Trialling E scooters in Bath with the intention of rolling out to market towns
- Important to promote buses in rural areas
- Bristol Temple Meads east junction being re-laid next year
- MetroWest coming in at end of next year
- Electrification of railway lines Bristol to Bath and to Westbury back on
- Hydrogen and battery power are being looked into for the railways
- Decarbonisation is the main area of focus

**ALCA update:**

- Virtual meetings have been embraced
- The recent planning consultations were discussed
- Discussion concerning the opening of playgrounds has been discussed with BANES
- Street light maintenance contract for PCs being finalised
- Increase in subscriptions mainly supported 48 to 8

**Climate Emergency:**

- Scoping pocket park & ride east of Bath. This is a faster bus service along the A4 using existing car parks.
- Clean Air Zone starts 15 March 2021 – check compliancy on BANES Website. Grants are available for replacing vehicles that don't comply

- Green renewal – discussing how to rebuild what the council and the community does post COVID-19
- Work has been slowed but getting back on track with the LP Partial Review; Liveable Neighbourhoods; EV charging points and residents parking
- An Energy at Home service has been set up and Green Home Grants
- Aim to reduce the dependency on the car
- Many groups/organisations are interested in community led climate change actions
- 9 PSs have declared a climate emergency
- 26 November there is a Centre for Single Energy workshop – 10-4 details on website
- BANES are carrying out a renewable energy investment study
- There is also a green recovery study – potential to lead to more jobs retrofitting homes
- Aim to create one shared vision
- Aim to create a more diverse, resilient and greener local economy after the pandemic
- There will be many webinars related to above
- Launch in 1/4 of next year
- Looking into 'working at home hubs' to provide contact with other home workers in local communities
- PCAA solicitor advised BANES not to be a 'rule six status' party

#### **Planning:**

- Urgent need to update the Local Plan but can't do until Spatial Development Strategy (SDS)/WECA which replaces the JSP early in 2023, is brought online.
- Need to update climate and ecological emergencies
- Replenish housing land supply
- Need a firm policy basis for investment in sustainable transport
- Scoping: CE policies; Transport; Students related development; housing supply/type; general policies; review of allocated sites; key SPD (supplementary planning doc)

#### **Planning: reform**

- Housing need figure update
- Affordable housing threshold
- Have 3 months to get a plan on deposit for when the Gov. releases housing numbers – the partial LP update gets this underway
- PCs input is needed to identify development requirement and co-ordinate infrastructure requirement provision
- The site selection will be based on the Core Strategy
- Sites assessed through HELAA (Housing & Land Economic and Availability Assessment) (including useful parish work)
- Further discussion with PCs late Autumn/Spring – mostly likely with those parishes affected

Next meeting 24 March 2021