

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)

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

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

HELD ON 15TH DECEMBER 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 the 17th November 2020**

The minutes were agreed by all to be a true record and were signed by the Chair.

5. **Ward councillor's update**

- Resourceful Earth are promoting turning waste into green energy and renewable energy.
- There is currently a debate regarding B&NES Council 'hybrid meetings' being continued once the pandemic is over. Hybrid meetings involve a mixture of people being present in a hall and on Zoom at the same time.
- There maybe a request for an additional voluntary element to the council tax for next year. Any money raised would be allocated by a special committee to causes deemed to need extra support. This was reported to have had mixed success in other areas.

A question was asked regarding an email circulated via the Clerk, informing that local contact had been made directing people living close to the Resourceful Earth site to their website, Resourceful Energy Anaerobic Ltd (REAL). It was confirmed that only the email circulated by the Clerk had been received locally.

6. **Finance**

- 6.1 **Finance Report for Compton Dando Parish Council 15/12/2020**

Bank Reconciliation for

The attached Bank Reconciliation was received and noted and is shown below.

- 6.2 **Schedule of Expenditure for 01/04/2020 to 15/12/2020**

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

- 6.3 **Parish Hall Payments for 15/12/2020**

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

Below is a table showing the details of the payments for the Parish Hall:

Cheque Number	Payee	Description	Amount
100055	K Webb	BANES Lottery Registration	£20.00
	HJ Dottridge	Lottery Prizes	£75.00
	PJ Cole	Plaque for K Bunyan Picture	£31.00

6.4 To approve the budget for 2021 to 2022

It was reported that following a training session attended by the Chair and Clerk, that a decision should be delayed until the January meeting when the Tax Base would be known and could be taken into consideration.

6.5 To decide on the level of the Precept for 2021 to 2022

To be carried forward to the January meeting, when the budget would be discussed.

7. To receive updates on progress of resolutions from the CDPC meeting held on

7.1 To receive suggested responses to National Association of Local Councils (NALC) Climate survey- Councillor DD and Clerk

Some amendments were suggested and discussed. The Clerk will make the amendments and submit the survey (action Clerk).

7.2 The footbridge over the stream on the footpath network next to the Parish Hall has been repaired

It was reported that all the planks had been replaced.

8. Matters for discussion/decision

8.1 To receive a reminder that the General Data Protection Regulations (GDPR) must apply to Councillors' email distribution lists

Permission to be emailed must have been given from all people on the distribution list.

Received and noted.

8.2 Pilot scheme of monthly packs from the Centre for Sustainable Energy (CSE)

8.2.1 To receive information of this scheme - Councillor BT

It was reported that a monthly pack was available for circulation and putting on various social media platforms; for posters, print and press releases.

Concerns were raised that the information on the course was mainly focussed on targeting different social groups in different ways. It was also reported that this was usual for marketing information.

The Clerk reported that the items in the pack were difficult to access online. She also reported that the social media platforms that the information was targeted at, were not used by the Parish Council.

It was reported that the Parish Council should not be promoting any organisation's information for them.

It was suggested that Bath & NE Somerset Council (BANES) should be contacted over the concerns that the event and pilot scheme was purely for marketing the CSE's product (action Clerk and Councillor PP).

It was reported that at the Keynsham Forum BANES were encouraging people to attend the event.

8.2.2 To decide if, who by and how any leaflets associated with this scheme should be distributed.

The first bundle is related to home insulation and can be accessed by clicking the link below:

https://drive.google.com/drive/folders/1h4t8bc2YWqXQF7eRWJQw_e0Pr2xPy-Yf?usp=sharing

It was Resolved that the Parish Council would not sign up for the monthly information packs pilot scheme.

8.3 To approve a Press and Media Policy

It was Decided to carry this forward to the January meeting and discuss in conjunction with the Standing Orders, which would also be reviewed at that meeting.

8.4 To Decide if a condensed version of the draft minutes should be sent to the 'Parish News United Benefice of Publow with Pensford, Compton Dando and Chelwood' each month

It was Resolved to only send the full draft minutes to 'Parish News United Benefice of Publow with Pensford, Compton Dando and Chelwood' each month. This will also be done for the Chew Valley Gazette (action Clerk).

8.5 To decide if the Definitive Map Modification Order (DMMO) is ready for submission

It was Agreed that the DMMO could be submitted by the Clerk (action Clerk).

8.6 To discuss the number of times the grass is cut in the villages in keeping with the ecological emergency declared by Bath & NE Somerset

It was Decided that the cutting should continue at the same frequency in all the villages except Burnett.

It was Agreed that only in Burnett was it suitable to reduce cutting. Councillor PP agreed to liaise with the households that had requested the Parish Council consider reduced cutting in the Parish for Ecological reasons, and in particular Burnett. When they had decided on the timing of cutting Councillor PP would contact the Contractor (action Councillor PP).

The Clerk will inform the grass cutting contractor that Councillor PP will contact her regarding the number of cuts for Burnett Village, once this has been decided (action Clerk).

8.7 To receive notice that the Clerk has sent a Letter of Support to Zero Carbon Compton under delegated powers

Zero Carbon Compton is working in partnership with Bath and West Community Energy to apply to the Rural Community Energy Fund to undertake a stage 2 feasibility study to investigate the options for an energy generation scheme in the parish of Compton Dando. Early stage 1 investigations suggest a solar

scheme would be both popular with residents and that there are landowners willing to put forward parcels of land for consideration to host a project.

Received and noted.

8.8 To receive an update from Bath & West Community Energy (BWCE) on EV charging points – Councillor BT

Councillor BT has been in contact with BWCE which is looking into a project to see what is required for it to be feasible to install EV charging sites which would be self-funding, and also possibly bring a small amount of income back into the community. They hope to report on the overall feasibility by March. Compton Dando's interest has been registered.

It was also suggested that current methods for charging cars might become obsolete in 5-6 years' time, so this should be born in mind when the Parish Council take decisions.

9. Planning applications received

9.1 20/04676/COND Sewage Works, Old Burnett Lane, Burnett, Keynsham, Bristol, Bath and North East Somerset, BS31 2TF

Discharge of condition 3 attached to application 20/03246/HEDGE (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)

The Clerk reported that a decision had been emailed this afternoon and the condition has been discharged, so no discussion took place.

10. Appeals

10.1 None

11. Decisions

11.1 20/04078/COND Warners Farm, Chewton Road, Chewton Keynsham, Keynsham, Bristol, Bath and North East Somerset, BS31 2SS

Discharge of conditions 3,4 and 21 of application 18/01959/FUL (Erection of three dwellings and subdivision of land following demolition of existing buildings at Warners Farm (Resubmission)).

condition discharged

11.2 20/04015/TCA Manor Farm Cottage access road to Charlton Farm, Queen Charlton (CDPC support the opinion of the arboriculturist Nov 2020)

Cypress fell – T1

Cypress fell – T2

Spruce fell – T3

Spruce fell – T4

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 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 Email received from Parish Councils Airport Association (PCAA) informing of a new planning application by Bristol Airport 20/P/2896/APPCON –deadline 6 January

The application is concerning the Environmental Addendum and Appendices for growth to 12 mppa. The link to the application is below:

<https://www.n-somerset.gov.uk/my-services/planning-building-control/planning-applications/get-involved-planning-applications/search-planning-application>

It was reported that people should be encouraged to comment.

It was reported that Bristol Council have objected due to Climate Change.

It was Decided that the Parish Council would re-iterate their previous comments (action Clerk).

14.2 Email received asking for public input into Keynsham’s proposed recycling facility

Bath & North East Somerset Council is proposing a “state-of-the-art” waste and recycling centre at Pixash Lane, Keynsham, which will expand public recycling provision, make it easier for people to recycle and help reduce general waste and operational costs.

The proposals also aim to assist with one of the Council’s core policies of tackling the climate and ecological emergency.

Due to the ongoing Covid-19 pandemic, the public consultation is being held online at www.recyclingkeynsham.co.uk.

You can take part by:

- looking at the online consultation proposals and frequently asked questions
- completing our online feedback form and sharing any additional comments you have
- contacting the project team if you have any questions by emailing info@recyclingkeynsham.co.uk or telephone **01225 423400**

<https://newsroom.bathnes.gov.uk/news/council-consult-plans-state-art-recycling-centre-keynsham>

- noting the deadline for feedback is 23.59pm on Monday 21st December 2020
- If you need help accessing this information or completing the feedback form, please email info@recyclingkeynsham.co.uk or telephone **01225 423400**.

Received and noted.

It was Decided that a request be made to B&NES Council, asking for assurance that alternative recycling facilities are in place before the Midland Road site is closed (action Clerk).

It was reported that the application was still at the pre-planning stage and would be considered as any other application would be.

15. Correspondence for information

15.1 Email received from Bath & NE Somerset Council informing of an enforcement notice being issued against Resourceful Earth which will be effective from 1st January 2022

Received and noted.

15.2 Email received from Pinstone.co.uk who are acting on behalf of REAL (Resourceful Energy Anaerobic Ltd), informing that information had been sent to the local community with an update on the proposed works at the site

Information can be found on the website:

[Home | Real AD \(real-adplant.com\)](http://Home | Real AD (real-adplant.com))

Received and noted.

16. Reports

16.1 Parish hall report (appended)

16.2. Report from B&NE Somerset Council's Climate Event on the 26th November 2020 - Councillors BT, PP and DD

This was discussed under item 8.2.

It was reported that it was a repeat of previously attended events, but it was useful to hear what other parish councils were doing.

16.3 Village updates ('for information only at the meeting. matters for discussion will be carried forward to next meeting' (maximum of 2 items per Councillor unless considered urgent and previously agreed with the Clerk).

A concern was raised over the West of England Combined Authority (WECA) survey on the Future of the West of England, where it was thought there was a bias in the Green Belt questions, which appeared to be at odds with one another.

www.westofengland-ca.gov.uk/future-of-the-region/

Ward Councillor will contact WECA planning and a response will be drawn up by Councillor CW and circulated. It will then be forwarded to the Clerk for submission (action Ward Councillor Singleton, Councillor CW and Clerk).

17. Items of report to be carried forward to the next meeting

None.

Date of next meeting is 19th January 2021 at 8.00pm (virtual)

The meeting closed at 9.30 PM

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

The table below shows details of the bank reconciliation carried out on the 24th November 2020:

Statement Date 24/11/2020

Bank Reconciliation

Statement Entries

Date	Cashbook Date	Reference	Description	Debit	Credit	Balance
30/10/2020			Opening Balance			13140.71
19/11/2020	17/09/2020		PCAA Rule of Six Status Fund	200.00		12940.71
19/11/2020	17/11/2020		Clerk's Salary and Expenses	419.25		12521.46
24/11/2020	17/11/2020		Parish Council Websites annual hosting fee	180.00		12341.46

Outstanding Entries

Cashbook Date	Reference	Description	Debit	Credit	Balance
15/10/2019		PAYE 06 Sep to 5 Oct month 6	9.60		-9.60
17/11/2020		ALCA Good Councillor Training (BT)	60.00		-69.60

Reconciliation

Closing Bank Balance	12341.46
Outstanding	-69.60
Closing Bank Balance + Outstanding	12271.86
Cashbook Balance	12271.86

Transactions to 15/12/2020

Transactions since Statement

Cashbook Date	Reference	Description	Debit	Credit	Balance
15/12/2020		Fingerpost paint	65.76		12206.10
15/12/2020		Grass cutting	855.00		11351.10
15/12/2020		Replacement 'Keynsham' finger	250.00		11101.10
15/12/2020		SLCC membership	112.00		10989.10
15/12/2020		wood for Compton Dando bin (Valley Sawmills)	88.61		10900.49
15/12/2020		linseed oil for CD bin (Screwfix)	17.98		10882.51
15/12/2020		Hunstrete finger work	50.00		10832.51
15/12/2020		PAYE for quarter ending 05 Jan 2021	54.80		10777.71
15/12/2020		Clerk's Salary and Expenses	409.45		10368.26
15/12/2020		Repair to Street Light in Queen Charlton	222.78		10145.48
15/12/2020		Bristol Foundry - Hunstrete finger replacement	100.00		10045.48

The table below shows details of the performance against the budget for the year beginning the 1st April 2020 until the 15th December 2020:

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%
GRASS CUTTING	Grass Cutting	871.50	855.00	-16.50	-1.89%
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	211.80	12.30	6.17%
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	5821.95	3880.25	-1741.70	-30.98%
SIGNS	Signs Notice boards	1575.00	1634.80	59.80	3.80%
SL ELEC	Street Light Electricity	483.00	240.27	-242.73	-50.25%
SL MAINT	Street Light Maintenance	525.00	252.61	-272.39	-51.88%
SOLICITOR	Solicitor Fees	0.00	0.00		
SUBS	Memberships and Subs	430.50	239.62	-190.88	-44.34%
SUPPLIES	Office Supplies	105.00	52.88	-52.12	-49.64%
TRAINING	Training	315.00	80.00	-255.00	-80.95%
WEBSITE	Website	189.00	192.59	3.59	1.90%
MAINTENANCE	Maintenance	0.00	88.83		
TOTAL	Total for year to date	12641.20	8863.32	-3777.88	-29.89%

Parish Hall Report December 2020

The end of the last period of lock-down and Bath and North East Somerset being in Tier 2 means that we have been able to reopen the Hall for a proscribed number of beneficial activities. In the main, this means exercise classes but other activities are allowed if certain hoops are jumped through, so please ask a member of the Hall committee if you have a potential interest.

I should like to thank Sue Smith, the Clerk to the Parish Council, for her efforts on our behalf in obtaining a second Local Restrictions Support Grant. It was not a large sum of money but does allow us to continue to offer the facilities of the Hall to the local community even though we don't have a commercially viable rate of occupation.

Sadly, Greg and Natalie Drane will be leaving the village shortly and they will be much missed, particularly as Greg has quietly dealt with hall bookings over the last couple of years. As a

consequence, we are now looking for someone in the village who could take over this job. So, if anyone would like to find out more, please speak to Greg, Harriette or me about what it involves. It may well be in vain but the committee looks forward to the New Year and a move to a new norm and our ability to work as we used to before our lives were so severely disrupted.

John Dottridge