

# 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), B ter Haar (BT) + 3 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 16<sup>TH</sup> FEBRUARY 2021

The Chair read out the public notice as members of the public were present.

1. **Apologies for absence:** Councillor HM
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 19<sup>th</sup> January 2021**

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

Item 14.3 was brought forward at this point allowing members of the public to speak.

5. **Ward councillor's update**

**5.1 Speed on Charlton Road** – discussed in 14.3

**5.2 Concentrated Spring Litter pick is to take place as follows:**

Queen Charlton Lane will be cleared on 18<sup>th</sup> and 19<sup>th</sup> February, the B3316 from the A39 junction through to Keynsham on 1<sup>st</sup> to 3<sup>rd</sup> March, and Woollard Lane and Charlton Road to Keynsham on 3<sup>rd</sup> to 5<sup>th</sup> March.

**5.3 Making Queen Charlton Lane a 'no through road' has been logged with Liveable Neighbourhoods**

6. **Finance**

- 6.1 **Finance Report for Compton Dando Parish Council 16/02/2021**  
**Bank Reconciliation for 27<sup>th</sup> January 2021**

The attached Bank Reconciliation was received and noted.

- 6.2 **Schedule of Expenditure for 01/04/2020 to 16/02/2021**

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

### **6.3 Parish Hall Payments for 16/02/2021**

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

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
H Dottridge	Gift Voucher	£100.00
CDPC	Heating Oil	£184.45
H Dottridge	Lottery Prizes	£25.00

### **6.4 To decide if the Parish Council will pay for the replacement dog bin for Chewton Road.**

It was AGREED that the Parish Council would pay for the bin at a cost of £129.08 (inc. VAT).

Keynsham Town Council will pay for the cost of emptying of the bin.

### **7. To receive updates on progress of resolutions from the CDPC meeting held on 19<sup>th</sup> January 2021**

#### **7.1 Reporting on a Parish Council meeting – clause h. in the Standing Orders**

Since the January meeting, Avon Local Councils Association's (ALCA) advice on reporting on a Parish Council meeting, stated that the clause applies to both the public and councillors, but that councillors need to remember they have to abide by the Code of Conduct and not bring the Parish Council into disrepute by misrepresentation of the facts.

It was DECIDED that the RESOLUTION in January could be revoked after receiving this information.

A condensed version of the draft minutes will be sent to the Clerk for checking before sending to Pensford Parish Magazine and the Chew Valley Gazette (ACTION COUNCILLOR BT AND CLERK)

### **8. Matters for discussion/decision**

#### **8.1 To decide on a Communications Strategy (Community Strategy distributed with the agenda) – Councillor BT**

This item is carried forward to the April meeting.

#### **8.2 To decide on any additions or amendments to the Parish Council website – all Councillors**

This item is carried forward to the April meeting.

#### **8.3 To receive a reminder that most Parish Hall dispensations run out in March**

The Clerk will distribute the dispensation forms before the next meeting in order for the Councillors to be able to discuss matters in their role as Sole Trustees for the Parish Hall.

#### **8.4 To receive a report from the 28<sup>th</sup> January Local Plan meeting (Councillor PP) before deciding on comments for the Local Partial Plan Consultation (A PowerPoint was emailed to Councillors before the meeting)**

The partial update is not a new Local Plan, but is an update of the Core Strategy & Placemaking Plan (together comprising the adopted Local Plan for B&NES). The update will not change the plan period,

the spatial strategy or the overall housing requirement of the adopted Core Strategy and Placemaking Plan.

The purpose of this Options consultation is to facilitate discussion and generate comment on the options or potential approaches for addressing some of the critical issues facing Bath and North East Somerset and we would like you to be involved in this process. The Options document will be available for comment for a period of 6 weeks, from **7<sup>th</sup> January to 18<sup>th</sup> February 2021**.

In summary the key proposed elements or scope of the partial update are set out below:

1. The need to update particular policies to help better address the Council's declaration of a Climate Emergency and an Ecological Emergency
2. Update and replenish housing supply in order to ensure the Core Strategy requirement can be met
3. Review and update specific policies to address a number of other issues in the short term
4. Ensure policies reflect changes to national policy and legislation since the Core Strategy and Placemaking Plan were adopted

#### **How to view the consultation and respond:**

Online: The consultation document can be viewed on our website: <https://beta.bathnes.gov.uk/local-plan-partial-update-options-consultation>

Please submit comments online through our consultation portal:

<https://consultation.westofengland-ca.gov.uk/bath-north-east-somerset/lppu-options>

By email: Please send us your comments at [local\\_plan2@bathnes.gov.uk](mailto:local_plan2@bathnes.gov.uk)

You can also send written comments to our postal address: Local Plan Options Consultation, Bath & North East Somerset Council, Manvers Street, Bath, BA1 1JG

Comments were made for those parts of the Local Plan partial update that were relevant to the Parish. They are available to view on the Parish Council website:

[Consultation Comments | Compton Dando Parish Council \(comptondandopc.org.uk\)](https://www.comptondandopc.org.uk/consultation-comments)

The Clerk will submit them (ACTION CLERK).

#### **8.5 To receive notice of interests for the S137 Grant**

The registering of three interests have been received as follows:

1. Materials for a bug hotel to enhance biodiversity in the village
2. Provision of a bench for walkers on the footpath between Chewton Keynsham and Compton Dando.
3. Zero Carbon Compton (ZCC) will apply for funding for a thermal imaging camera. This will be on loan for villagers to access heat loss from their homes.

Received and noted.

#### **8.6 To receive notice that the Pensford with Publow magazine are not able to accept the full draft minutes and need a condensed version.**

It was Resolved at the December 2020 meeting, that only the full draft minutes should be sent out, which means that this matter cannot be discussed until the June 2021 meeting. However, advice on

interpretation of the Standing Orders from ALCA regarding reporting on meetings has been received – see item 7.1

A decision was taken in item 7.1.

### **8.7 To receive notice that legislation that permits virtual meetings is only law until May 2021**

No date has been specified in May and MPs are being lobbied to extend the date.

It is at this meeting that the Chair and Vice-Chair are elected.

Received and noted.

### **8.8 To decide whether to have a provisional date of Tuesday 4th May 2021 to hold a virtual Annual Parish Meeting**

If the legislation is not changed by 7th May, the Parish Council will not be able to hold a virtual Annual Parish Meeting or Parish Council meeting on 18th May 2021.

Received and noted.

It was reported that there will be elections for the West of England Combined Authority (WECA) Mayor and the Police and Crime Commissioner this May, which will also have to be organised.

### **8.9 To decide on dates for the annual village meetings (virtual)**

It was DECIDED that the Clerk should circulate dates following the availability received from the Councillors (ACTION CLERK).

## **9. Planning applications received**

### **9.1 21/00315/CLEU: Poplars Cottage Redlynch Lane Chewton Keynsham Bristol Bath and North East Somerset BS31 2SL**

**Use as domestic garden land (Certificate of Lawfulness of Existing Use).**

The Parish Council unanimously SUPPORTED the application.

### **9.2 21/00337/FUL 1 Chew Vale Chewton Road Chewton Keynsham Bristol Bath and North East Somerset BS31 2SU**

**Creation of annexe using existing garage and sitting room of main house, erection of infill extension between garage and house and erection of balcony to the front elevation.**

The Parish Council SUPPORT the application with the exception of the balcony, to which they OBJECT, as it is not in keeping with the location.

### **9.3 21/00448/FUL Manor Farm Cottage Chewton Road Chewton Keynsham Bristol Bath and North East Somerset BS31 2SU**

**Erection of a canopy.**

The Parish Council OBJECT to the application for the following reasons:

The canopy is visible from public footpaths (Policy SR9, LP69) and it is out of keeping and the materials and design are not satisfactory (Policy D2, LP 28).

**9.4 21/00419/EFUL Resourceful Earth Ltd Charlton Field Lane Queen Charlton Bristol Bath and North East Somerset BS31 2TN**

**Development of an Anaerobic Digester Facility (including retention of the existing Feedstock Reception Building, Digester Tank (x5), Storage Tank, CHP Engine (x4), Transformer, GRP Substation, GRP Technical Room (x5) and Gas Equipment) to produce both gas and electricity for injection into the local grid networks, alongside the restoration of the former Queen Charlton Quarry Site with ecological and landscape enhancements**

It was DECIDED to carry this item forward to the March meeting so more time was available to study the large number of documents associated with the application.

**9.5 21/00584/CLPU Willowbrook, Peppershells Lane, Compton Dando, Bristol, Bath and North East Somerset, BS39 4LL**

**Erection of single storey flat roof carport and workshop and small side extension. Alterations to openings and sizes of windows and doors in external elevations (Certificate of Lawfulness for a Proposed Development).**

The Parish Council OBJECT to the application for the following reasons:

The size of the carport is too large and the change of a conservatory to a living room alters the nature of the property (Policy D2, LP 28).

**9.6 21/00435/EREG03 Ministry of Defence Storage and Distribution Centre, Pixash Lane, Keynsham, Bristol, Bath and North East Somerset, BS31 1TP**

**Redevelopment and consolidation of existing depot site and adjacent land with associated staff parking and access and landscaping works to include the provision of the following: (i) a public re-use and recycling centre (RRC); (ii) material recovery facility (MRF); (iii) waste transfer station (WTS); (iv) Trader (bulky waste); Trade Waste Transfer Station (TWTS); (v) vehicle fleet storage and maintenance; (vi) MOT centre (public); (vii) BANES Parks and Grounds maintenance storage; (viii) BANES Highways winter service and salt store; and ancillary offices.**

“The next steps towards the proposed state-of-the-art waste and recycling hub in Keynsham will be starting this month following the formal planning application having been submitted by Bath & North East Somerset Council at the end of January.

The council will soon be making unused areas of the Pixash Lane site secure and ensure ecology protection measures have been carried out before and during demolition of existing and redundant buildings.

General site preparations will start in the week beginning February 8 with building and superstructure removal works planned to begin in the 3<sup>rd</sup> or 4<sup>th</sup> week of February.

Residents, businesses and other stakeholders will be kept informed of the plans and any disruption will be kept to a minimum. The existing Reuse and Recycling Centre will remain open as normal for residents during these initial works.

Feedback on the Keynsham Recycling Hub consultation in December 2020 showed that 70% of residents who responded support modern facilities for efficiency and reliability of refuse and recycling collections. A total of 71% of respondents supported the key benefit of the scheme to prepare for the future and encourage more recycling.

The feedback from residents and technical officers has been considered by the design team, and the detailed planning submission is now to test the up-to-date proposals against policy requirements and all other considerations.

Residents and businesses now have another opportunity to give their views, and external organisations including Natural England, Environment Agency and Network Rail will be consulted.

The expiry date for submission of comments is the 3<sup>rd</sup> March 2021.

The Parish Council wish to COMMENT only.

The Parish Council have concerns over the increase in traffic especially as this is already increasing due to the housing developments in the area.

The Parish Council request that the replacement sites for the Midland Road site in Bath, should be up and running before work starts on the Pixash Lane development.

## **10. Appeals**

10.1 None

## **11. Decisions**

**11.1 20/04739/CLEU Annexe at Rear Of 2 Chew Vale Chewton Road Chewton Keynsham and Use of the former annexe as an independent dwelling (Certificate of Lawfulness of Existing Use). (CDPC supported with condition not sold separately from main house, Jan 2021)**

LAWFUL

**11.2 20/04717/VAR Warners Farm Chewton Road Chewton Keynsham Wool lard Bristol**

**Variation of condition 22 (plan list) of application 18/01959/FUL (Erection of three dwellings and subdivision of land following demolition of existing buildings at Warners Farm (Resubmission)) (CDPC support Jan 2021)**

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 Email request from the Parish Councils Airport Association (PCAA) to send a 'Statement of Impacts' of Bristol Airport expansion to 12 mppa**

To be received before Wednesday, 22 February. These Statements will be referred to in the PCAA's proof of evidence.

"Please can you also indicate if you or one of your PC members would be prepared to read out your statement in the Inquiry which is to commence on 20 July."

Concerns were raised over the noise and pollution created by flights over the Parish and also that the 45-decibel zone did not extend to the top of Charlton Road.

Councillor CW offered to write a Statement of Impacts which will be submitted by the Clerk (ACTION COUNCILLOR CW AND CLERK).

### **14.2 Email received from the PCAA requesting (document previously circulated):**

#### **14.2.1 comments on the PCCA draft response to Department for Transport (DfT) consultation on night flying**

The deadline for the consultation is 3 March. Comments to the PCCA by Wednesday, 25 February.

Councillor CW will draft the response to be submitted by the Clerk (ACTION COUNCILLOR CW AND CLERK).

#### **14.2.2 a request for witness statements**

"Please send them to me Hilary and Judith as soon as possible, highlighting the impacts of Airport expansion on your parish.

Please inform residents that they also have the opportunity to put in a statement to the Inquiry as well. The deadline is 22 February in order that I can take them to the Case Management Conference in early March.

A link for residents to find the information on how to comment is shown on at <https://www.stopbristolairportexpansion.org/a-quick-guide-how-to-respond-to-the-public-inquiry-into-bristol-airports-appeal/> "

Councillor CW will arrange for any statements to be submitted and the Clerk will circulate a reminder (ACTION COUNCILLOR AND CLERK).

### **14.3 Email and documents received from Church Farm Equestrian Centre concerning the dangers on Charlton Road**

Five documents were circulated prior to the meeting.

This item was brought forward allowing members of the public to speak about their concerns for public safety on Charlton Road due to the high speed of traffic travelling along the road.

It was reported that the field where their horses are kept, regularly has its dry-stone wall damaged and they fear for the horses escaping.

Concerns were also raised over the large increase in traffic should Resourceful Earth Anaerobic Ltd get planning permission.

It was reported that the drainage had been improved along the road recently and the road was noticeably dryer, and that more work was planned.

A reduction of the speed limit to 50 mph was requested and a petition has been started.

It was reported that discussions are currently taking place between the Ward Councillor and BANES officers. Once the outcome of these meeting is known then a decision on the way forward can be taken.

Thanks were given to Church Farm Equestrian Centre for their very clear and detailed presentation and pre-meeting documents.

## **15. Correspondence for information**

### **15.1 Email received from West of England Combined Authority (WECA) in response to concerns raised over the questionnaire on the Spatial Development Strategy**

Part of the response was as follows:

The *Future of the Region* survey was not a statutory consultation on any plan proposals, but an informal engagement exercise to provide an opportunity for people to engage with the SDS at an early stage of development, and the nature and scope of the questions reflected this early stage of plan-making. The survey was structured around emerging objectives and high-level principles that will frame the SDS. The SDS is at an early stage of development, and therefore no particular development locations are favoured at this stage. The survey will help us as we gather evidence to support our strategic appraisal of the most appropriate locations for growth.

The response also stated that consideration would be given to all views received on the Green Belt.

It was felt that the response did not address the concerns raised over the questionnaire.

Councillor CW will draft a response (ACTION COUNCILLOR CW).

### **15.2 Email received informing of free walks to download in Somerset**

The website can be found by clicking on this link:

[Somerset walks to download and print FREE! | Walking in England](#)

There are also links on the Parish Council website:

[Compton Dando Parish Council \(comptondandopc.org.uk\)](http://comptondandopc.org.uk)

Received and noted.

### **15.3 Notice of proposed road closure of Highwall and Hursley Lanes, Woollard commencing on the 1<sup>st</sup> March 2021 (details appended)**

## **16. Reports**



**16.1 Parish hall report (appended)**

**16.2 village updates**

Fly-tipping had taken place in Engine House Lane, Queen Charlton, and 4x4 vehicles were still using the lane to enter the village and drive around the Coronation Tree island spreading mud everywhere.

It was suggested that looking into the reclassification of this by-way should be looked into.

**16.3 Report from ALCA meeting 3<sup>rd</sup> February – Councillor DD**

It was reported that the street lighting contract with Volker was discussed. Finalising the contract has been held up due to staff shortages in the pandemic. However, repairs were still being carried out.

The Climate Emergency was discussed and also parishes working together to support one another.

A Council Community Contribution Scheme was being introduced and details would be sent out with the Council Tax information for the next financial year. The idea is to allow a parishioner to make an overpayment in their council tax to be used anywhere in the community where it was needed. However, there is no guarantee that contributions made by an individual will go the community that the Parishioner lives in. All overpayments of Council tax will be pooled and Parish Councils need to apply for a proportion of the funds.

There were still issues with FixMyStreet stating work had been concluded when it hadn't.

Seeking an update on the Bath Transport Delivery Action Plan that covers Liveable Neighbourhoods, urban and rural transport and things that affect many Parishes was discussed. The survey is up and running at the moment on the B&NES website and closes in a few weeks' time.

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

**Date of next meeting is the 16<sup>th</sup> March 2021 at 8.00pm (virtual)**

The meeting closed at 10:30 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

The table below shows the bank reconciliation at the 27th January 2021 and the cheques for approval this month

## Bank Reconciliation

### Statement Entries

Date	Cashbook Date	Reference	Description	Debit	Credit	Balance
01/01/2021			Opening Balance			10721.68
07/01/2021	15/12/2020		SLCC membership	112.00		10609.68
08/01/2021	15/12/2020		Repair to Street Light in Queen Charlton	222.78		10386.90
11/01/2021	15/12/2020		wood for Compton Dando bin (Valley Sawmills)	88.61		10298.29
11/01/2021	15/12/2020		linseed oil for CD bin (Screwfix)	17.98		10280.31
13/01/2021	15/12/2020		Replacement 'Keynsham' finger	250.00		10030.31
21/01/2021	19/01/2021		Clerk's Salary	488.20		9542.11
21/01/2021	19/01/2021		Clerk's Expenses incl. ALCC subs	49.41		9492.70
25/01/2021	15/12/2020		Bristol Foundry - Hunstrete finger replacement	100.00		9392.70
25/01/2021	20/01/2021		Ford Fuels for PH fuel oil	193.67		9199.03
27/01/2021	19/01/2021		PAYE for quarter ending 05 Jan 2021 (Nov + Dec)	40.60		9158.43

### Outstanding Entries

Cashbook Date	Reference	Description	Debit	Credit	Balance
15/10/2019		PAYE 06 Sep to 5 Oct month 6	9.60		-9.60

### Reconciliation

Closing Bank Balance	9158.43
Outstanding	-9.60
Closing Bank Balance + Outstanding	9148.83
Cashbook Balance	9148.83

Transactions to 16/02/2021

## Transactions since Statement

Cashbook Date	Reference	Description	Debit	Credit	Balance
16/02/2021		Clerk's salary + expenses	429.65		8719.18
16/02/2021		Clerk's extra hours worked Jan 2019 to Jan 2021	324.00		8395.18

The table below shows the Performance against Budget for the financial year up to 27th February

## 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	65.67	-23.58	-26.42%
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	252.40	52.90	26.52%
PH INSURANCE	Parish Hall Insurance	588.00	645.11	57.11	9.71%
POSTAGE	Postage	36.75	20.24	-16.51	-44.93%
SALARY	Clerk's Salary	5621.95	5110.16	-511.79	-9.10%
SIGNS	Signs Notice boards	1575.00	1634.80	59.80	3.80%
SL ELEC	Street Light Electricity	483.00	359.10	-123.90	-25.65%
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	279.62	-150.88	-35.05%
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%
MAINTENANCE	Maintenance	0.00	88.83		
TOTAL	Total for year to date	12641.20	10314.01	-2327.19	-18.41%

## **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

