

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) + a member 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 22ND APRIL 2021

The chair read out the public notice as a member of the public was present.

1. Apologies for absence None.

2. Notification of any member's personal or prejudicial interest in any item on the agenda:

Councillor HM declared an interest in item 9.2 and Councillor PP in item 9.1.

3. Questions on notice by members

None

4. Minutes of the previous meeting held on the 16th March 2021

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

A member of the public spoke in support of planning application 21/01623/FUL, item 9.2 on the agenda.

5. Ward councillor's update

- Bath & NE Somerset Council (BANES) Highways Department have confirmed funding for the permanent no-through road construction, from the Whitchurch direction, in Queen Charlton village.
- BANES 'Shining Light Award' will close on the 30th April and is open for volunteers, carers, local charities, businesses, nurses, teachers, public sector workers, anyone who has gone over and above and made a significant contribution to support their local community or an individual during the past 12 months.
- BANES are continuing with the 'no-tolerance' policy for fly tipping and have caught and fined many offenders. People are encouraged to continue to report any fly tipping incidents
- A charge for taking rubble to the recycling centres will be introduced which may increase incidents of fly tipping.

6. Finance

6.1 Finance Report for Compton Dando Parish Council 22/04/2021

Bank Reconciliation for 31st March 2021

The attached Bank Reconciliation was received and noted.

The Clerk stated that an incorrect invoice had been sent for the dog bin invoice. The cheque will not be banked and another invoice issued; the changes will be made in the May accounts.

6.2 Schedule of Expenditure for 01/04/2020 to 31/03/2021

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 22/02/2021

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

| Payee | Description | Amount |
|-----------------------|--------------------|---------------|
| Chubb Fire & Security | Maintenance | £171.36 |
| H Dottridge | Lottery Prizes | £100.00 |

6.4 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 Self-Certification certificate was DULY signed by the Clerk and Chair.

6.5 Notification received from Bath & NE Somerset Council (BANES) that precept of £6116.73 has been paid into the bank

Received and noted.

7. To receive updates on progress of resolutions from the CDPC meeting held on 16th March 2021

None.

8. Matters for discussion/decision

8.1 To discuss reducing the speed limit on Charlton Road to 50 mph

The Ward Councillor reported that he had received an update on the condition of the road following a survey and repairs by BANES. All gullies are in good condition and there is currently no hanging surface water, but the weather has been very dry for some time.

Should Resourceful Earth get planning permission for the anaerobic digester, they should put in a new drainage system; if they do not get planning permission, the drainage problem will need to be addressed.

It was reported that concerns had been raised that the Redlynch Lane Junction with Charlton Road was too dangerous for a 50mph speed limit to be acceptable.

It was unanimously DECIDED that a 40mph speed limit should be requested from BANES Highways Department (ACTION CLERK).

8.2 To decide on companies to quote for the electricity supply contract, renewable 31st August 2021

Avon Local Councils Association (ALCA) have started working with a green energy company Clear Utility Solutions (CUS), whose website can be assessed by clicking on the link below:

[ALCA Partnership \(clearutilitysolutions.com\)](http://clearutilitysolutions.com)

Clear Utility Solutions undertakes to always offer a green energy solution whenever they tender for an energy supply and can even calculate approximate carbon savings based on your annual usage data should you wish. Their focus on helping councils to find greener energy has already led to 86,719kg CO2e being prevented from being emitted and this figure is set to grow further.

Clear Utility Solutions have strong partnerships with six 100% renewable energy suppliers meaning they are able not only to offer a broad range of competitive pricing but are able to place local councils with a variety of clean suppliers making sure they receive the best deal to suit them.

Another suggestion has been Octopus Energy:

[About us | Octopus Energy](#)

Received and Noted.

The Clerk reported that companies may be reluctant to quote so far from the renewal date of the 31st of August, due to changes in fuel costs, but will get quotes from a selection of companies (ACTION CLERK).

8.3 To minute that the Clerk has granted the dispensation requests for any item associated with the Parish Hall for a four-year term

Received and noted.

8.4 To receive notice that three S137 Applications have been received:

8.4.1 the CDCA acting as banker for Zero Carbon Compton (ZCC), have requested £780 to buy a thermal imaging camera

8.4.2 the CDCA have requested £240 for a public bench - permission of the landowner has been received

8.4.3 the CDCA for £122 to build a bug hotel - permission of the landowner has been received

Received and noted.

The Clerk will circulate the applications to the Councillors and the decision for awarding the grants will be on the June agenda (ACTION CLERK).

It was requested that the Compton Dando Community Association (CDCA) should submit a copy of their bank statement as they are acting as bankers for ZCC. The CDCA Treasurer confirmed that this would be done (ACTION COUNCILLOR HM).

8.5 To decide on comments for the Call for Evidence consultation from the Ministry for Housing Communities and Local Government

The consultation is available by clicking on [HERE](#).

Received and noted.

It was decided that this should be completed as individuals.

9. Planning applications received

9.1 [21/01184/VAR](#) Stockwood Vale Golf Club, Stockwood Lane, Keynsham, Bristol, Bath and North East Somerset, BS31 2ER

Proposal: Variation of condition 7 (floodlighting operation hours) of application 96/02434/FUL (Lighting and external works and landscaping to driving range)

The Parish Council OBJECT to the variation of condition for the following reasons:

There is a lot of light pollution already so extending the hours would make it worse and the extra light during the evening would affect moths and bats (Policy D2, LP28).

There will be an adverse visual impact on the Green Belt (PolicyGB2, LP154) and the proposal is visible from public footpaths ((SR9, LP69).

9.2 21/01623/FUL: Parcel 5425 Rankers Lane Compton Dando Bristol Bath and North East Somerset

Proposal: Construction of an equestrian exercise area for personal (Hobby) use only. Replacing existing temporary agricultural barn (used for hay storage/lambing) with slightly larger permanent barn. Make existing temporary stable block permanent. Install track and hardstanding area (started)

The Parish Council SUPPORT the application for the following reasons:

They do not perceive any problems with parking and highways and the drainage arrangements are satisfactory. The amenity of neighbours' light, access and noise is preserved (Policy D2, LP28).

The impact on the Green Belt is acceptable and appropriate (Policy GB2, LP154).

10. Appeals

10.1 None

11. Decisions

11.1 21/00337/FUL 1 Chew Vale Chewton Road Chewton Keynsham Bristol

Proposal: 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. (CDPC supported except for the balcony, Feb 2021)

PERMIT

11.2 21/00315/CLEU Poplars Cottage Redlynch Lane Chewton Keynsham Bristol

Proposal: Use as domestic garden land (Certificate of Lawfulness of Existing Use). (CDPC Support Feb 2021)

LAWFUL

11.3 21/00448/FUL Manor Farm Cottage Chewton Road Chewton Keynsham and Bristol

Proposal: Erection of canopy.

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 Wessex Water have offered to arrange an educational visit to the Sewage Works located between Burnett and Compton Dando

An indication of numbers interested in this visit, including children, are required before the visit can be arranged.

Please contact the Clerk or local Parish Councillor by the end of April.

Received and noted.

15. Correspondence for information

15.1 Email forward from West of England Combined Authority (WECA) by the Bath Rural Transport Group (BRTG) informing of bus services finishing on August and going out to tender (details appended)

Received and noted.

16. Reports

16.1 Parish hall report

No report this month.

16.2 village updates

16.2.1 It was reported that blocked gullies reported on FixMyStreet had not been actioned and this was causing erosion on the sides of the road.

The Clerk will check FixMyStreet to see if there is a problem, but mentioned that there could be a works programme that is being followed (ACTION CLERK).

It was suggested that Dave Dixon of BANES Community Engagement should be contacted to ask if there is a works programme in place (ACTION CLERK).

16.2.2 It was suggested that a map on the ST1 Road Closure Notices would be helpful or 'What Three words' could be used.

It was reported that there were too many notices for the use of maps to be practicable.

16.3 Report from Parish Liaison Meeting 24th March 2021 (appended)

Received and noted.

16.4 Report from Parish Councils Airport Association (PCAA) meeting on 25th March – Councillor CW

It was reported that there has been an extension to the time allowed for the consultation, which is 12 weeks from the end of August. The effect of this is to increase the costs.

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

None.

Date of next meeting is the 18TH May 2021 – location to be decided

The meeting closed at 9.45pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation

Statement Entries

| Date | Cashbook Date | Reference | Description | Debit | Credit | Balance |
|------------|---------------|-----------|------------------------------------|--------|--------|---------|
| 20/02/2021 | | | Opening Balance | | | 8589.23 |
| 18/03/2021 | 18/03/2021 | | Clerk's Salary and expenses | 409.45 | | 8179.78 |
| 24/03/2021 | 01/03/2021 | | NALC and ALCA membership | 131.78 | | 8048.00 |
| 24/03/2021 | 18/03/2021 | | PAYE months 10, 11 and 12 | 184.85 | | 7863.15 |
| 24/03/2021 | 24/03/2021 | | EDF Direct Debit Inv: 000009351345 | 123.41 | | 7739.74 |
| 01/04/2021 | 01/04/2021 | | ICO subscription | 35.00 | | 7704.74 |

Outstanding Entries

| Cashbook Date | Reference | Description | Debit | Credit | Balance |
|---------------|-----------|---|-------|--------|---------|
| 15/10/2019 | | PAYE 06 Sep to 5 Oct month 6 | 9.60 | | -9.60 |
| 18/03/2021 | | Unpaid VAT for Keynsham finger (15/12/2020) | 50.00 | | -59.60 |

Reconciliation

| | |
|------------------------------------|---------|
| Closing Bank Balance | 7704.74 |
| Outstanding | -59.60 |
| Closing Bank Balance + Outstanding | 7645.14 |
| Cashbook Balance | 7645.14 |

Transactions to 22/04/2021

Transactions since Statement

| Cashbook Date | Reference | Description | Debit | Credit | Balance |
|---------------|-----------|--|--------|--------|---------|
| 22/04/2021 | | Keynsham Town Council for Dog Bin | 516.34 | | 7128.80 |
| 22/04/2021 | | Clerk's Salary | 488.20 | | 6640.60 |
| 22/04/2021 | | Clerk's expenses including Malwarebyted subscription | 22.51 | | 6618.09 |

Performance against Budget

| Name | Description | Budget | Actual | Difference | Variance |
|------------------|--------------------------|----------|--------|------------|----------|
| AUDIT | Audit Fees | 204.00 | 0.00 | -204.00 | -100.00% |
| DONATIONS | Donation | 204.00 | 0.00 | -204.00 | -100.00% |
| EXPENSES | Clerk's Expenses | 73.44 | 5.89 | -67.55 | -91.98% |
| GRANTS GIVEN | Grants Given | 1020.00 | 0.00 | -1020.00 | -100.00% |
| GRASS CUTTING | Grass Cutting | 918.00 | 0.00 | -918.00 | -100.00% |
| HALL HIRE | Hall Hire | 214.20 | 0.00 | -214.20 | -100.00% |
| ICO | ICO | 35.70 | 35.00 | -0.70 | -1.96% |
| KIOSKS | Telephone Kiosks | 0.00 | 0.00 | | |
| MAINTENANCE | Maintenance | 1020.00 | 0.00 | -1020.00 | -100.00% |
| MOBILE | Mobile Top Up | 40.80 | 0.00 | -40.80 | -100.00% |
| PAYE | Clerk's PAYE | 275.40 | 0.00 | -275.40 | -100.00% |
| PH INSURANCE | Parish Hall Insurance | 1326.00 | 0.00 | -1326.00 | -100.00% |
| POSTAGE | Postage | 40.80 | 0.00 | -40.80 | -100.00% |
| SALARY | Clerk's Salary | 5712.00 | 488.20 | -5223.80 | -91.45% |
| SIGNS | Signs Notice boards | 510.00 | 0.00 | -510.00 | -100.00% |
| SL ELEC | Street Light Electricity | 510.00 | 0.00 | -510.00 | -100.00% |
| SL MAINT | Street Light Maintenance | 510.00 | 0.00 | -510.00 | -100.00% |
| SOLICITOR | Solicitor Fees | 0.00 | 0.00 | | |
| STREET FURNITURE | Street Furniture | 0.00 | 430.28 | | |
| SUBS | Memberships and Subs | 540.80 | 16.62 | -523.98 | -96.93% |
| SUPPLIES | Office Supplies | 71.40 | 0.00 | -71.40 | -100.00% |
| TRAINING | Training | 489.60 | 0.00 | -489.60 | -100.00% |
| WEBSITE | Website | 198.90 | 0.00 | -198.90 | -100.00% |
| TOTAL | Total for year to date | 13914.84 | 975.99 | -12938.85 | -92.99% |

I am writing to inform you that a supported bus service contract that operates within your ward is due to end on 28th August 2021. We will be putting these services out to tender for operators to bid on today.

A list of all supported services which are due to end on 28th August 2021 can be found below.

We are proposing to continue operating all services as present, however if the returned tender prices come back higher than present, we will utilise the evaluation framework for supporting bus services as part of the evaluation of tenders. The evaluation framework has been previously circulated to all Transport Board members.

| Service Number | Destination | Times Supported |
|-----------------------|--|-------------------------|
| 2 | Bath City Centre – Mulberry Park - Bath City Centre | Mon-Sat Evenings |
| 6A | Bath City Centre – Fairfield - Larkhill - Bath City Centre | Mon-Sat Evenings |
| 8 | Bath City Centre - Kingsway | Mon-Sat Evenings |
| 11 | Bath City Centre – Bathampton, St Georges Hill | Mon-Sat Daytime |
| 12 | Bath City Centre -Haycombe Cemetery | Mon-Sat Daytime |
| 12 & 622 | Severn Beach – Cribbs Causeway | Sunday and Public Holic |
| 12 & 622 | Thornbury – Cribbs Causeway | Sunday and Public Holic |
| 16 | Kingswood to Keynsham | Mon-Sun Daytime & Eve |
| 17 | Southmead Hospital to Kingswood | Mon-Sat Evenings |
| 20 | Twerton – Upper Weston – City Centre | Mon-Sat daytime |
| 23 | Twerton – Odd Down - University of Bath | Sat Daytime |
| 35 | Marshfield - Bristol | Mon-Sat Daytime |
| 42 | Odd Down Park and Ride – Royal United Hospital | Mon-Fri Daytime |
| 82 | Radstock – Paulton | Mon-Fri Daytime |
| 84 | Yate – Wotton-Under-Edge-Yate (Clockwise) | Mon-Sat Daytime |
| 85 | Yate – Wotton-Under-Edge-Yate (anti-Clockwise) | Mon-Sat Daytime |
| 86 | Yate – Emerson’s Green – Kingswood (Courtney Road) | Mon-Sat Daytime |
| 172 | Bath - Paulton | Mon - Sun & Public Holi |
| 179 | Bath – Midsomer Norton | Mon-Sat Daytime |
| 185 | Paulton - Trowbridge | Thursdays Only |
| 620 | Old Sodbury – Yate – Bath Bus Station | Mon-Sat Daytime |
| 634 | Tormarton – Kingswood | Mon-Fri Daytime |
| 636 | Whitchurch - Keynsham | Mondays only |
| 684 | Wick - Keynsham | Mon-Fri Daytime |

Notes on the Parish Liaison Meeting – 24th March 2021 (Virtual)

Details of slides used and pre-meeting documents have been circulated.
The meeting commenced with a reminder that we are now in Purdah.

Dine Romero Update:

- reported that there are currently about 20 cases of Covid-19 per 100,000 people.
- Reminder to parishes to ensure all EU Nationals have applied for settled status as the deadline for submission is soon.
- No update on the fact that physical meetings are not permitted after 6th May. Would like to have the option of long term 'hybrid' meetings should the necessity arise. This will be debated at a full Council meeting tomorrow.
- Marking the Death of a Senior National has restrictions in place until the end of 2021.
- BANES will encourage people to have the 2nd vaccination even if they have had a bad reaction to the first.
- To date, the Community Contribution Fund has raised £13,000. This will be spent on projects across the whole district.

Sarah Warren – Climate Emergency:

- BANES have embedded solutions into day-to-day decisions over the last 2 years.
- The new Liveable Neighbourhoods is aimed at encouraging walking and cycling
- There are grants of £4,500 to upgrade vans to be permitted within the Clean Air Zone of central Bath.
- The Green Energy at Home website is a source of funding to improve the energy efficiency of homes.
- There is a community solar panel project.

Aurora Loi – May Elections

- Not using schools
- Government guidelines being followed.
- Vote by post by 19th April – this was being encouraged.

Dawn Drury – ALCA update

- Still issues with FixMyStreet reporting work completed without checking.
- Suggest people can contact the Community Engagement Team with problems, rather than waiting for the next PLM.
- Road diversion reports weren't giving enough detail on the community the road, e.g., Bath Rd, referred to
- Problems with inaccurate street light numbers on the Parish Online map had been reported.
- Bad parking by walkers going to the countryside had been reported.
- Good Councillor and Finance training by ALCA had a good take-up.
- Decided a good idea to share ideas on the Climate Emergency within the parishes.

LGA Code of Conduct – suggested add dog waste issues to the Countryside Code and that BANES needs to promote the Countryside Code.

Geoff Davis – Street Lighting Contract update

- There are 20 parishes with street lights totalling about 360 lights.
- There is unlikely to be 20 separate contracts developed but Volker have provided rates for planned and reactive maintenance for which they require a purchase order.
- Parishes are legally required to maintain or switch off the lights.
- Hoping for BANES to include parishes in their next contract renewal process – Gary Peacock said he would take this forward.

WECA update

- WECA are required to help develop the Sustainable Development Strategy (SDS)
- The SDS is a higher-level plan than the Joint Spatial Plan (JSP)
- It will be submitted for examination early 2022 and hopefully in adopted 2023
- Local Plan Partial Update (LPPU) is for interim usage, addressing urgent issues such as the Ecological and Climate Emergencies, and sustainable transport (Saltford train station re-instatement – funding is being bid for)
- Local housing needs assessment.
- SDS will consider the priorities of residents.
- There has been a Strategic Housing Land Availability Assessment (SHLAA) 'call for sites'.
- Parishes key issues such as housing supply and sustainable transport and renewable energy policies are being considered. There may be in-fill development on the Green Belt.
- Draft LLPU consultation will be in the Spring/Summer 2021, submission for examination in the Autumn of 2021, with adoption Spring 2022.
- WECA is developing its own carbon modelling tool.

Transport Delivery

- This is done in conjunction with WECA.
- Gov. published a National Bus Strategy this March, with the aim of expanding bus usage over pre-Covid levels.
- There will be improvement of the bus services on the A4 with improved walking and cycling and linking to local communities.
- Completion of the cycling and walking plans for Keynsham, MSN and Bath means that rural communities will now be looked at.
- Electric vehicle charging points are to be installed in Council car parks in Bath, Keynsham and MSN.
- Requests for highway schemes: feasibility in year 1 and design and construction in year 2.
- Ways of addressing the speed of traffic in rural communities and working with parishes on this matter, is being addressed