

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) and 3 members of the public

IN ATTENDANCE: S Smith (Clerk), S Davis (Ward Councillor)

MINUTES OF A PARISH COUNCIL MEETING

HELD ON 18TH DECEMBER IN COMPTON DANDO PARISH HALL

1. **APOLOGIES FOR ABSENCE:** Councillor JD
2. **NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST IN ANY ITEM ON THE AGENDA:**
District Councillor S Davis requested that it be recorded that any comments made by her on planning matters would be in line with papers before the Parish Council.
3. **QUESTIONS ON NOTICE BY MEMBERS**
None
4. **MINUTES OF THE PREVIOUS MEETING HELD ON 20TH NOVEMBER 2018**

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

5. FINANCE

5.1 Finance Report for Compton Dando Parish Council 18/12/2018

Bank Reconciliation for 30/11/2018

The attached Bank Reconciliation was received and noted.

5.2 Schedule of Expenditure for 01/04/2018 to 18/12/2018

The attached Schedule of Accounts was approved and the cheques duly signed.

5.3 Parish Hall Payments for 18/12/2018

The Schedule of Accounts was approved and the cheques duly signed.

Cheque Number	Payee	Description	Amount
1081	BANES	Lottery Registration	£20.00
1082	J Dottridge	BANES Premises Alcohol Licence	£80.50
1083	H Dottridge	Lottery Prizes	£75.00
1084	L Fox	Consumables	£15.43
1085	CDPC	Replacement Chair Seats & Backs	£508.00

5.4 TO APPROVE THE NATIONAL PAY AWARD FOR THE CLERK'S SALARY

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019.

The Clerk's salary will move to SCP 25 from 1st April 2019 and the hourly rate will be £12.39 per hour.

The pay award was APPROVED.

5.5 TO APPROVE THE BUDGET FOR 2019 TO 2020

It was AGREED that the budget should increase by 3%.

5.6 TO DECIDE ON THE PRECEPT FOR 2019 TO 2020

This item is carried forward to the January 15th 2019 meeting.

6. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 20TH NOVEMBER ITEMS 6.2, 6.3, 7.5, 7.6

6.1 RESTORATION OF REDLYNCH LANE/CHEWTON ROAD FINGER POST

An estimate of £1850 has been received from Kelston Forge.

It was DECIDED to go ahead with the work at the given price (ACTION CLERK).

6.2 DOG BIN FOR LAY-BY AT THE TOP OF CHEWTON ROAD NEXT TO THE WELLSWAY

The Clerk reported that an email had been received from Keynsham Town Council stating that the Council will pay for a dog bin and its emptying.

6.3 TO RECEIVE NOTIFICATION THAT APPLICATIONS FOR FUNDING FROM TESCO BAGS FOR HELP AND THE BRISTOL AIRPORT DIAMOND FUND HAVE NOW BEEN SUBMITTED

Received and noted.

6.4 TO RECEIVE AN UPDATE ON OVERWEIGHT LORRIES USING THE WELLSWAY AND CHEWTON ROAD

The Clerk reported that Sam Kayser, the local Beat Officer, forwarded a copy of the letter sent to Bristol Water when one of their lorries was caught disobeying the weight restriction.

This letter will form a template for contacting any companies disobeying the weight restrictions on the Wellsway and Chewton Road.

All Parish Councillors have been forwarded a copy and how to contact Sam Kayser has been put on the Parish Council website.

An email for circulation to all parishioners containing details for contacting Sam Kayser will be sent out in the New Year (ACTION CLERK).

7. MATTERS FOR DISCUSSION/DECISION

7.1 TO CONSIDER HOLDING ANOTHER DEFIBRILLATOR TRAINING SESSION FOLLOWING A REQUEST BY PARISHIONERS

This is carried forward to the June meeting.

7.2 TO DISCUSS MEASURES TO BE TAKEN FOLLOWING TRAFFIC ACCIDENTS DUE TO SPEEDING THROUGH WOOLLARD AND ALONG TO CHARLTON ROAD

It was reported that accidents along this stretch of road and at the junction, are a regular occurrence, often resulting in the road being blocked as well as a danger to life.

This concern will be taken to the next Keynsham Area Forum meeting on 20th February 2019.

It was suggested that emails should be sent to James Evans (Keynsham Beat Manager) and Stefan Chiffers of B&NES Council Highways to arrange a meeting on site with Parish Councillors, to discuss possible solutions (ACTION CLERK).

7.3 TO DISCUSS THE STATE OF THE RAISED MUDDY AREA BEYOND COMPTON BRIDGE ON THE RIGHT-HAND SIDE IN THE DIRECTION OF KEYNSHAM

The Clerk reported that the area had been seeded but cars continuing to park on it stopped the grass growing.

On suggestion of Highways, the Clerk contacted Traffic Management about installing bollards.

It was DECIDED that installing bollards was not an option that was wanted, a natural covering to the area being preferred.

The Clerk will contact Traffic Management and Highways to inform them that bollards were no longer wanted, and that 'grasscrete' with seeding was preferred (ACTION CLERK).

7.4 TO CLARIFY THE SITUATION OF GRASS AND VERGE CUTTING BY B&NES COUNCIL IN THE PARISH

It was reported that grass would be cut once per year outside residential areas but would be cut twice per year in areas where there was poor visibility. However, if twice per year (June and October), was insufficient further cuttings could be requested by contacting B&NES Council.

It was suggested that parishioners should be informed (ACTION CLERK).

8. PLANNING APPLICATIONS RECEIVED

**8.1 18/05103/FUL Wellfield House Parkhouse Lane Keynsham BS31 2SG
Erection of 4 no. dwellings and associated works.**

The Parish Council unanimously support the application for the following reasons:

There will be no adverse impact on the Green Belt due to screening (Policy GB2, LP page 154).

The scale, height and degree of the development is acceptable as is the design and materials (Policy D2, LP page 2).

The Parish Council think the side of the development facing Park House Lane should look 2 storey and they favour roof lights facing towards the development on Charlton Road rear elevations.

9. APPEALS

9.1 None.

10. DECISIONS BANES DECISION NOTICE GIVING FULL DETAILS CAN BE FOUND ON THE B&NES PLANNING PORTAL at www.bathnes.gov.uk

10.1 17/04279/CLPU Appeal Ref: APP/FO114/X/18/3202379 Middle Field, Queen Charlton Quarry, Charlton Fields, Lypiatt Lane, Queen Charlton BS14 OQS

The development for which a certificate of lawful use or development is sought is the reinstatement of Queen Charlton Quarry involving the restoration of the land to agricultural use.

THE APPEAL IS DISMISSED

10.2 18/04605/TCA Home Farm Buildings Queen Charlton Lane Queen Charlton Bristol Horse Chestnut - Pollard at secondary forks. (CDPC No Objection Nov 2018)

NO OBJECTION

10.3 18/04866/TCA Tolzey Cottage Penn Hill Lane Queen Charlton Bristol Bath and North East Somerset
T1 - Gingko Biloba - remove tree and grind stump. (CDPC No objection Nov 2018)

NO OBJECTION

11. 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:

11.1 None

12. ITEMS FOR ACTION

12.1 None

13. CORRESPONDENCE FOR ACTION

13.1 EMAIL FROM B&NES COUNCIL INFORMING OF A CONSULTATION ON IMPROVEMENTS TO KEYNSHAM TOWN CENTRE

People who live and work in Keynsham are being invited to give their views on potential changes to the public realm in the town centre.

A drop-in event is being held at the Civic Centre, Keynsham, on Thursday 22nd November between 3.30pm and 7.30pm.

Bath and North East Somerset Council (B&NES) has launched a round of public consultation focusing on public realm improvements which it believes will help improve Keynsham's town centre environment, making it more accessible and attractive.

Improvements to the public realm were highlighted as a key priority by local people in the consultations that informed the Keynsham Town Plan, Keynsham Transport Strategy and B&NES Placemaking Plan. The January 2018 consultation further reinforced the importance of these improvements to local people.

It was DECIDED that comments should be sent informing that the one-way road system through the town was causing rat-running through the villages because of the tail backs starting in the High Street and continuing up Bath Hill. More stress was being put on the Redlynch Lane/ Charlton Road junction which is already dangerous.

13.2 EMAIL FROM B&NES COUNCIL INFORMING OF A CONSULTATION ON THE LOCAL PLAN 2016 TO 2036: OPTIONS AND RELATED PROJECTS

Local Plan 2016-2036

The Council is preparing a new Local Plan which is principally about the use and development of land. It will help deliver the [West of England Joint Spatial Plan](#), which will provide a new strategic planning context for all four West of England Districts. Both plans cover the period 2016-2036.

The Local Plan will include a strategy to guide development, site allocations (including strategic development locations and smaller sites) to meet identified development requirements and district-wide Development Management policies for determining planning applications.

The Keynsham staffed exhibition venue is the Civic Centre Community Space 22nd November 3.30 – 7.30pm.

It was DECIDED that Councillor CW will add information relating to Queen Charlton, to the draft response prepared by Councillor DD (ACTION COUNCILLOR CW).

It was suggested that a comment mentioning the use of Brown Field sites for development before Green Belt is considered, should be included in the response, as should the fact that the full impact of the ongoing development is not fully known and will only become worse with more development.

Councillor HM left at this point at 9.20 pm.

13.3 EMAIL FROM PCAA WITH DRAFT RESPONSE TO JSP TECHNICAL DOCUMENTS NOVEMBER 2018

The deadline for this consultation is Monday 7th January so please send any comments by Friday 28th December.

The link to the consultation is:

<https://www.jointplanningwofe.org.uk/consult.ti/JSPAdditionalEvidence/consultationHome>

Councillor CW will send comments to the Clerk for submission to the PCAA (ACTION COUNCILLOR CW AND CLERK)

14. CORRESPONDENCE FOR INFORMATION

14.1 EMAIL UPDATING ON THE SITUATION REGARDING VILLAGE GATEWAYS AND WARNING SIGNS FOR CHEWTON KEYNSHAM VILLAGE

Two village gateways and four signs warning of the narrow bridge over the river Chew, are to be installed.

Received and noted.

15. REPORTS

15.1 PARISH HALL REPORT (APPENDED)

15.2 VILLAGE UPDATES

It was reported that there are several potholes in Burnett.

Councillor DD will report them (ACTION DD)

15.3 REPORT FROM VAT TRAINING ON 30TH NOVEMBER – CLERK

It was reported that VAT reclaiming for Parish Hall purchases should not be done as currently carried out, according to the training, however further advice from SLCC suggested that the current method was appropriate.

This item will be discussed at the Sole Trustees meeting on January 15th.

15.4 REPORT FROM KEYNSHAM AREA FORUM ON 3RD DECEMBER

The budget for B&NES Council was the main item of discussion.

15.5REPORT FROM CiL TRAINING ON 6TH DECEMBER – COUNCILLOR DD

Councillor DD will provide notes for the training (ACTION COUNCILLOR DD)

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

None.

**DATE OF NEXT MEETING IS 15th JANUARY 2019 AT 8.00PM IN COMPTON DANDO PARISH HALL
TO BE PRECEDED BY A SOLE TRUSTEES MEETING AT 7.45 PM**

THE MEETING CLOSED AT 9.35 PM

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation
Compton Dando Parish Council

18/12/2018

Prepared by: Clerk Susan Smith Date: 07/12/2018
Approved by : Chair Date: 18/12/2018

Bank Reconciliation Date:	30/11/2018
Bank Balance at Date:	10,795.11
Unpresented cheques	0.00
Bank Balance less unpresented cheques	10795.11
 Cashbook Balance at Date	 10795.13

Unpresented cheques

Unpresented cheques 0.00

Cheques to be paid

Description	Cheque No	Amount
Clerk's Salary and Expenses	001362	382.43
ALCC membership	001363	40
SLCC membership	001364	106
ALCA for VAT training course	001365	40
Summit Chairs Ltd	001366	609.6
J Holder T/A Kelston Forge inspn Redlynch FP	001367	65

Financial Report

From	01/04/2018	To	18/12/2018	
	Net	Budget	Variance	%Variance
Clerk's Salary	3252.65	4133.20	-880.55	-21.30%
Clerk's Expenses	46.08	64.26	-18.18	-28.29%
Clerk's PAYE	0.00	0.00	0.00	
Audit Fees	200.00	367.20	-167.20	-45.53%
Solicitor Fees	350.00	0.00	350.00	
Donation	150.00	25.50	124.50	488.24% War Memorial
Grants Given	500.00	2040.00	-1540.00	-75.49%
Grass Cutting	0.00	816.00	-816.00	-100.00%
Hall Hire	172.00	171.36	0.64	0.37%
Hall Refurb	0.00	0.00	0.00	
ICO	35.00	35.70	-0.70	-1.96%
Parish Hall Insurance	1079.18	1224.00	-144.82	-11.83%
Memberships and Subs	135.00	267.24	-132.24	-49.48%
Signs Notice boards	1380.14	0.00	1380.14	MG fingerpost
Mobile Top Up	30.00	71.40	-41.40	-57.98%
Postage	16.08	30.60	-14.52	-47.45%
Office Supplies	75.00	40.80	34.20	83.82%
Telephone Kiosks	0.00	102.00	-102.00	-100.00%
Street Light Electricity	226.21	546.72	-320.51	-58.62%
Street Light Maintenance	200.88	382.40	-181.52	-47.47%
Training	125.00	306.00	-181.00	-59.15%
CiL Payments	0.00		0.00	
Website	0.00	122.4	-122.40	-100.00%
Parish Hall Expenses	3590.60		3590.60	

Parish Hall Report

December 2018

There were no matters of real concern during the last month: various items of maintenance and improvement were worked upon by members of the Hall committee, their partners and parishioners in general and we are grateful for that help.

Flood defences have gone up and come back down again as the threat of flooding diminished. Chairs have been subject to the rolling program of re-seating and re-back resting and further supplies of both have been ordered for the New Year as sun damage to the seat backs is very apparent. However, we do hope that our more rigidly enforced policy of stacking the chairs, four high only, will minimise sun damage.

We look forward to reporting any new developments as they may develop but rather hope that the management of the Hall remains as uneventful as the last month.

John Dottridge December 2018