

# COMPTON DANDO PARISH COUNCIL

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

**PRESENT:** D Drury (Chair), P Paget (Vice-Chair) H Maggs (HM)

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

## MINUTES OF A PARISH COUNCIL MEETING

**HELD ON 21<sup>ST</sup> AUGUST 2018 IN COMPTON DANDO PARISH HALL**

1. **APOLOGIES FOR ABSENCE:** Councillor JD, Councillor TB and Councillor AD
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 17<sup>TH</sup> JULY 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 21/08/2018 Bank Reconciliation for 2018

The attached Bank Reconciliation was received and noted.

#### 5.2 Schedule of Expenditure for 01/04/2018 to 21/08/2018

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

#### 5.3 Parish Hall Payments for 21<sup>st</sup> August 2018

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

Cheque Number	Payee	Description	Amount
1070	H Dottridge	Lottery Prizes	£25.00
1071	L Fox	Consumables	9.00

#### 5.4 CAME & COMPANY HAVE CONFIRMED THE INSURANCE RENEWAL FOR COVER FROM 1 OCTOBER 2018 TO 30 SEPTEMBER 2019

The Parish Council policy is due for renewal on the 1st October 2018. The renewal quotation is based on the sums insured (index-linked by 4%) and the covers detailed in the Parish Council's current schedule of insurance.

The renewal premium is £1,079.19, including insurance premium tax (IPT). This takes into consideration the Parish Council's long-term agreement which expires on 30th September 2020.

It was AGREED that the Parish Hall should be invoiced for half of the insurance amount, as is the usual practice.

#### 6. TO RECEIVE UPDATES ON PROGRESS OF RESOLUTIONS FROM THE CDPC MEETING HELD ON 17<sup>TH</sup> JULY 2018

6.1 None

## **7 MATTERS FOR DISCUSSION/DECISION**

### **7.1 TO DISCUSS CHARACTER AND SITE ASSESSMENTS FOR THE PARISH USING THE TRAINING FROM THE TOOLKIT TRAINING SESSIONS**

This item is to be carried forward to the September meeting when maps of the parish will have been produced (ACTION COUNCILLOR DD).

Councillor PP attended a Local Planning Briefing session on the 16<sup>th</sup> August to aid with the Character and Site Assessments for the Parish.

### **7.2 TO APPROVE INFORMATION TO BE DISPLAYED ON A POSTER IN THE NOTICEBOARDS PROVIDING INFORMATION AVAILABLE ON THE PARISH COUNCIL WEBSITE – CLLR DD**

The information in the poster was APPROVED and circulated for display in the village noticeboards (ACTION ALL COUNCILLORS)

### **7.3 TO REVIEW THE AIMS AND OBJECTIVES OF THE PARISH COUNCIL**

The Aims and Objectives were APPROVED and SIGNED following the review.

### **7.4 TO REVIEW THE DISCIPLINARY AND GRIEVANCE POLICY**

The Disciplinary and Grievance Policy was APPROVED and SIGNED following the review.

### **7.5 TO REVIEW THE EQUAL OPPORTUNITIES POLICY**

The Equal Opportunities Policy was APPROVED and SIGNED following the review.

### **7.6 TO DISCUSS THE REQUIREMENTS AND COSTS FOR THE PROTECTION AND PREPARATION OF THE TRAINGLE TRAFFIC ISLAND IN QUEEN CHARLTON VILLAGE**

This item is carried forward to the September meeting due to the absence of Councillor CW.

### **7.7 TO REVIEW SUGGESTIONS THAT COULD BE FUNDED BY CIL (DETAILS APPENDED)**

This item is carried forward to the October meeting as there is CiL training at the end of September, which should aid the decisions on what items are appropriate for CiL money expenditure.

No further items were added to the list of suggestions.

As no quote has been received from Chewton Keynsham residents for the agreed CiL expenditure to replace the concrete finger post at the junction of Redlynch Lane and Chewton Road, it was suggested that they should be contacted (ACTION CLERK).

### **7.8 TO REVIEW THE WAR MEMORIAL TRUST APPLICATION AND DECIDE ON THE BEST QUOTE WITH A VIEW TO SUBMITTING THE APPLICATION BEFORE THE END OF SEPTEMBER 2018**

The Clerk reported that the advice from the War Memorial Trust was to submit the application for the September review as money was to be reduced following the WWI Centenary and there would be no funding taking place in December.

The Clerk also reported that funding for the addition of a name was not considered a priority, so she recommended that this was not applied for through the War Memorial Trust funding. The Clerk also reported that the War Memorial Trust looked better on lower quotes if carried out by a reputable restorer.

It was DECIDED to inform the War Memorial Trust in the application, that the preferred quote was from Classic Memorials due to the cost and the recommendation from Keynsham Town Council.

The Clerk will submit the application to the War Memorial Trust before the end of September (ACTION CLERK).

#### **7.9 TO DISCUSS THE ADDITION OF THE NAME OF A SOLDIER KILLED IN WWI TO THE COMPTON DANDO WAR MEMORIAL**

The Clerk reported that on the advice of the War Memorial Trust, the request to add the name of Frederick Light to the Compton Dando War Memorial had been circulated and displayed as follows:

A notice has been displayed in the "Parish News", on the Church notice board in the porch, on the 2 village notice boards and inside the Parish Hall, as well as distributed via the village e-mail system.

The Clerk reported that to date, she had received support from 12 residents and no-one was against the proposal.

It was DECIDED that the name of Frederick Light can be added to the War Memorial.

#### **7.10 TO MINUTE THE SECOND SIGNATURE ON THE RESOLUTION OF MAY 2016 THAT NEEDED TO TAKE PLACE OUTSIDE A MEETING.**

An oversight had been rectified and recorded.

#### **7.1 TO DISCUSS THE BROADBAND WORKS WHICH IS TO TAKE PLACE IN COMPTON DANDO PARISH WITH REGARD TO IMPLICATIONS FOR THE RESIDENTS AND IMPACT ON THE GREEN BELT**

It was reported that Truespeed had not been complying with the industry Code of Conduct and for example, had been putting in posts without consulting/notifying property owners and local people first.

It was suggested that Western Power and BT owned poles should be used rather than erecting new ones, or cables could go underground. It was reported that care would be needed for underground work because of archaeological remains.

It was DECIDED that Truespeed should be emailed and their works plan requested with regard to works needed for cable to Chewton Keynsham and anywhere else in the parish. It was also suggested that Truespeed were asked to meet with the residents and the Parish Council before commencing any work (ACTION CLERK).

#### **7.2 TO DECIDE IF THE QUOTE FROM KELSTON FORGE SHOULD BE APPROVED FOR WORKS TO RESTORE THE MILLENNIUM GREEN FINGERPOST IN CONJUNCTION WITH VOLUNTARY HELP**

Joe Nemeth is no longer able to carry out the work before the end of September as is required by the funding that has been given to this project by Tesco Bags for Help and the Community Empowerment Fund. Therefore, another quote has been requested.

The Clerk reported that no quote had been received and that Kelston Forge were now on holiday until the 29<sup>th</sup> of August. They will be contacted on their return (ACTION CLERK)

### **8. PLANNING APPLICATIONS RECEIVED**

#### **8.1 18/03342/FUL Brook Cottage Hunstrete Lane Woollard Bristol BS39 4HU Erection of two storey rear extension and replacement of dilapidated lean-to structure**

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

There will be no adverse effect on the Green Belt (Policy GB1, page 108 PP) and the scale, height and degree of the extension are acceptable (Policy D2, page 71 PP). It was thought that although the SPD is over 30%, the current building is deceptively small and the extension would provide a more appropriate sized living accommodation with an upstairs bathroom, replacing a dilapidated lean-to. The material and design match the existing building (Policy D2, page 71 PP).

## 9. APPEALS

9.1 Appeal Ref: 18/00039/ENFAPL

Enforcement ref: 16/00205/UNAUTH

Planning Inspectorate Appeal Ref: APP/F0114/C/17/3192159

Lime Kiln Farm Charlton Road Queen Charlton Bristol

Nature of Breach: Without planning permission the change of use of land from agriculture (Sui Generis) to open storage (Use Class B8).

"A date has now been arranged for the Public Inquiry. Most Public Inquiries last for one day, but more complex cases can last two or three days. For more information please contact the Case Officer on (01225) 394041 or contact the Planning Inspectorate on 0303 444 5000. An Inspector will attend the following venue on the 11th September 2018 at 10.00am to conduct the Public Inquiry."

It will take place at The Brunswick Room, The Guildhall, High Street, Bath, BA1 5AW.

"Anyone may attend the Public Inquiry and at the Inspector's discretion, give their views on the proposal. Electronic booklets entitled 'Guide to Taking Part in Planning Appeals' are available for download on the Council's website. Alternatively, you can also access these documents via the Planning Inspectorate website at

<https://www.gov.uk/government/organisations/planning-inspectorate>."

Received and noted.

**10. DECISIONS** BANES DECISION NOTICE GIVING FULL DETAILS CAN BE FOUND ON THE B&NES PLANNING PORTAL at [www.bathnes.gov.uk](http://www.bathnes.gov.uk)

10.1 None

## 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](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:

11.1 None

## 12. ITEMS FOR ACTION

12.1 None

## 13. CORRESPONDENCE FOR ACTION

13.1 BRISTOL AIRPORT'S DRAFT NOISE ACTION PLAN CONSULTATION

The Draft Noise Action Plan is available on the Bristol Airport web site ([www.bristolairport.co.uk](http://www.bristolairport.co.uk)) and a consultation will run until 2<sup>nd</sup> October.

You can submit a response to the Draft Noise Action Plan by sending an email to:

[NAP2018@Bristolairport.com](mailto:NAP2018@Bristolairport.com)

or in writing to:

Noise Action Plan Consultation, Bristol Airport Bristol BS48 3DY.

It was reported that the noise levels had not become less, which was stated would happen by Bristol Airport due to improved technology.

Councillor PP offered to liaise with Councillor CW with regard to a response (ACTION COUNCILLOR PP).

### **13.2 THE PCAA HAVE REQUESTED ANY COMMENTS CONCERNING THE BRISTOL AIRPORT DRAFT NOISE ACTION PLAN TO BE SENT TO THEM BY THE 21<sup>ST</sup> SEPTEMBER**

Councillor PP offered to liaise with Councillor CW with regard to a response (ACTION COUNCILLOR PP).

### **13.3 TO CONSIDER IF CPRE COULD HELP WITH THE PARISH COUNCIL'S HELAA SUBMISSION**

<http://www.rsnonline.org.uk/green-belt-no-solution-to-housing-crisis>

Published by the Campaign to Protect Rural England (CPRE), the annual State of the Green Belt report says 460,000 homes are currently planned for land that will soon be released from the Green Belt.

As well as pushing for a genuine 'brownfield first' approach to development, the CPRE are also calling on the government to:

- retain its commitment to protect the Green Belt by establishing long-term boundaries
- halt speculative development in the Green Belt
- develop clear guidance for local authorities on housing requirements to protect designated land
- support the creation of new Green Belts where local authorities have established a clear need for them

It was DECIDED to consult CPRE if required, once the HELAA information was available for the submission to be drafted.

## **14. CORRESPONDENCE FOR INFORMATION**

### **14.1 AN EMAIL HAS BEEN RECEIVED FROM PUBLOW WITH PENSFORD PARISH COUNCIL STATING THAT THEY OWN THE BENCH IN WOOLLARD AND ARE HAPPY FOR A PLAQUE TO BE MOUNTED ON IT**

Received and noted.

### **14.2 EMAIL FROM FIXMYSTREET INFORMING THAT UPLANDS LANE IS SCHEDULED FOR NECESSARY WORK**

Received and noted.

### **14.3 ALCA AGM WILL TAKE PLACE ON SATURDAY 6<sup>TH</sup> OCTOBER IN CONGYRE HALL, NORTH ROAD TIMSBURY FROM 10.30 – 12.00**

Councillor DD will attend the meeting (ACTION COUNCILLOR DD).

**14.4 THE LOCAL BOUNDARY COMMISSION FOR ENGLAND HAS PUBLISHED ITS FINAL RECOMMENDATIONS TO BE PUT BEFORE PARLIAMENT**

The recommendation is that Compton Dando Parish becomes part of the Saltford Ward with an allocation of two Ward Councillors.

Received and noted.

It was reported that the new boundaries would come into play in May 2019, following acceptance by Parliament.

**15. REPORTS**

**15.1 PARISH HALL REPORT (APPENDED)**

**15.2 VILLAGE UPDATES**

**15.2.1** It was reported that the new boiler had been installed in the Parish Hall.

**15.2.2** It was reported that work had been carried out on the gullies on the B3116 to alleviate the flooding by Whitson Lodge, Burnett.

**15.3 KEYNSHAM AREA FORUM 19<sup>TH</sup> JULY 2018**

It was reported that the police would be focussing on drug use and there would also be a number of speed traps in the area.

It was also reported that B&NES Council have employed a Litter Enforcement Officer and there would be on-the-spot fines of £150.

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

**DATE OF NEXT MEETING IS 18<sup>TH</sup> SEPTEMBER AT 8.00PM IN COMPTON DANDO PARISH HALL  
THIS WILL BE PRECEDED BY A SOLE TRUSTEES MEETING AT 7.45 PM**

**THE MEETING CLOSED AT 9:07 PM**

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

**Bank Reconciliation**  
Compton Dando Parish Council

Meeting Date: 21/08/2018

Prepared by: Clerk Susan Smith

Date:

09/08/2018

Approved by : Chair

Date:

21/08/2018

Bank Reconciliation Date: 01/08/2018

Bank Balance at Date: 10,657.21

Unpresented cheques 300.00

Bank Balance less unpresented cheques 10357.21

Cashbook Balance at Date 10357.21

**Unpresented cheques**

15/05/2018 CDCA Youth Gp \$137 Grant	001406	250.00
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19/06/2018 PCAA annual subscription	1410	50.00
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Unpresented cheques		300.00
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**Cheques to be paid**

Description	Cheque No	Amount
Tincknell Fuels for new boiler	001418	3543.85
Clerk's Salary and Expenses	001419	569.08
Came & Company Insurance 01/10/18 to	001420	1079.19

**Financial Report**

<b>From</b>	<b>01/04/2018</b>	<b>To</b>	<b>21/08/2018</b>		
	<b>Net</b>	<b>Budget</b>	<b>Variance</b>	<b>%Variance</b>	
Clerk's Salary	1576.05	4133.20	-2557.15	-61.87%	
Clerk's Expenses	23.04	64.26	-41.22	-64.15%	
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	0.00	25.50	-25.50	-100.00%	
Grants Given	500.00	2040.00	-1540.00	-75.49%	
Grass Cutting	0.00	816.00	-816.00	-100.00%	
Hall Hire	156.00	171.36	-15.36	-8.96%	
Hall Refurb	0.00	0.00	0.00		
ICO	35.00	35.70	-0.70	-1.96%	
Parish Hall Insurance	0.00	1224.00	-1224.00	-100.00%	
Memberships and Subs	99.00	267.24	-168.24	-62.95%	
Signs Notice boards	0.00	0.00	0.00		
Mobile Top Up	20.00	71.40	-51.40	-71.99%	
Postage	8.04	30.60	-22.56	-73.73%	
Office Supplies	0.00	40.80	-40.80	-100.00%	
Telephone Kiosks	0.00	102.00	-102.00	-100.00%	
Street Light Electricity	113.11	546.72	-433.61	-79.31%	
Street Light Maintenance	133.92	382.40	-248.48	-64.98%	
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	631.99		631.99		



## **SUGGESTIONS FOR USE OF CIL FUNDING**

1. Traffic island in Queen Charlton – posts, top soil
2. Fingerposts – replace concrete post and fingers at junction of Redlynch Lane and Chewton Road.
3. Protective curb stones for Queen Charlton's village green
4. Parish Hall ramp
5. Protection of muddy area near Compton Dando bridge
6. Dog bin(s) – requested by Chewton Keynsham. Keynsham Town Council have agreed to empty it. We just need to purchase seek BANES agreement and install. The Town council will request a small annual charge for emptying I will get the figure for the meeting
7. CK flashing signs -batteries don't last
8. Burnett church toilet

## **Parish Hall Report**

**August 2018**

We are grateful to the Art Group for their generous donation of £200.

We are also very grateful to Ben Wall and all his Fête cohorts for their hard work in producing a handsome profit on the day, this despite clashing with an important World Cup match. The Hall looks forward to its one third share of those profits in due course.

Ever vigilante, Lorraine Fox reports that we have suffered an infestation of hornets/wasps in the Hall and this has kindly been dealt with by a pest controller employed by Paul, of The Compton, as they were adversely affecting the pub's customers.

We hope this treatment has solved the problem but keep a watching brief and will take further action as necessary.

The new boiler should arrive on the 20th of this month and we look forward to improved economy in years to come.

John Dottridge

August 2018

