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## COMPTON DANDO PARISH COUNCIL

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

**PRESENT:** 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

held on 18<sup>th</sup> January 2022

### 1. Apologies for absence

Councillor DD

### 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 21<sup>st</sup> December 2021

The minutes were agreed by all to be a true record and had been signed by the vice- chair.

### 5. Ward councillor's update

- There is a Bath & NE Somerset Council (BANES) 'Journey to Net Zero' webinar on Monday 24<sup>th</sup> January from 6-7 pm. Its aim is to aid the completion of the related consultation that is currently open and closes on the 7<sup>th</sup> February. Details listed under item 8.4
- On the 27<sup>th</sup> January there is a 'Stop and Go' style litter collection from Woollard Lane then Charlton Road and on to Keynsham. 'Stop and Go' means that the vehicle stops only where litter can be seen.
- On the 17/18<sup>th</sup> February there is an intensive verge litter collection along the B3116 and A39.
- On the 21st/22<sup>nd</sup> February another intensive verge litter collection along Woollard Lane will take place.
- On the 8/9<sup>th</sup> March there will be an intensive verge litter collection along Queen Charlton Lane.
- BANES is currently rated the 4<sup>th</sup> best out of 92 Unitary Authorities for the number of items recycled and 15<sup>th</sup> out of 338 Local Authorities.
- The Pixash Recycling Centre refurbishment application is out to tender.
- The budget council meeting will be on 15<sup>th</sup> February.

### 6. Finance

#### 6.1 Finance Report for Compton Dando Parish Council 18/01/2022 Bank Reconciliation for 31/12/2021

The attached Bank Reconciliation was received and noted.

#### 6.2 Schedule of Expenditure for 01/04/2020 to 18/01/2022

The attached Schedule of Accounts was approved.

### 6.3 Parish Hall Payments for 18/01/2022

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

Payee	Description	Amount
CDPC	Fuel oil	279.75
H Dottridge	Lottery Prizes	£100.00

### 6.4 To receive notice that our Precept request has been received and noted

Received and noted.

### 7. To receive updates on progress of resolutions from the CDPC meeting held on 21st December 2021

#### 7.1 The letter to The Rt Hon. Jacob Rees-Mogg requesting help promoting virtual meetings for councils to the Government

Following a draft letter being circulated, the Clerk confirmed that the letter has been posted.

### 8. Matters for discussion/decision

#### 8.1 To discuss if any changes to the Parish Council website are required

A question was raised asking if it was a requirement to keep all the agendas and minutes on the website. The Clerk reported there was no requirement to keep the agendas beyond the meetings but the minutes were historical documents. The Clerk keeps the signed paper copies in files but felt that the minutes should remain on the website as well, however she would remove the agendas from the website when no longer required (ACTION CLERK).

It was suggested that the minutes pages could be rearranged to have the newest on top. The Clerk agreed to this (ACTION CLERK).

It was also suggested that the QR link could now be moved further down the front page and the Clerk will also action this (ACTION CLERK).

#### 8.2 To discuss communication requirements within the Parish

##### 8.2.1 Are any changes to the poster on the noticeboard required?

It was DECIDED that no changes to the poster was required.

##### 8.2.2 Are any changes to the strapline on the header of the agenda and minutes required?

It was suggested that it would be better if it was bolder. The Clerk will look into amending this (ACTION CLERK).

#### 8.3. To discuss the possibility of a 'Meet the Councillors' session for the parishioners in the summer

It was DECIDED to stay with the annual village meetings only, but to encourage councillors to attend all the meetings.

#### **8.4 To discuss any comments for submission to the Bath and NE Somerset's Journey to net zero consultation**

<https://newsroom.bathnes.gov.uk/news/join-bath-north-east-somerset-journey-net-zero>

[https://beta.bathnes.gov.uk/form/journey-to-net-zero-consultation?page=creating\\_improved\\_places\\_to\\_live\\_and\\_work\\_2](https://beta.bathnes.gov.uk/form/journey-to-net-zero-consultation?page=creating_improved_places_to_live_and_work_2)

The consultation finishes on the 7<sup>th</sup> February 2022.

Due to the massive amount of background information related to the consultation, it was DECIDED that councillors should complete the consultation as individuals.

It was reported that the webinar mentioned in item 5, was designed to be viewed before completing the consultation. The Zoom login details are listed below:

#### **Join Zoom Meeting**

<https://bathnes.zoom.us/j/99205340615?pwd=NnVFOGlvZC9qSHp5N1Y3TTIXcFhYQT09>

**Meeting ID: 992 0534 0615**

**Password: T5Cqd2AtEA**

It was DECIDED that details of the consultation and webinar should be circulated to parishioners (ACTION CLERK).

#### **9. Planning applications received**

9.1 None.

#### **10. Appeals**

10.1 None

#### **11. Decisions**

**11.1 21/04836/CLEU: Church Farm Cottage Penn Hill Lane Queen Charlton Bristol  
Proposal: Single dwelling and land used for purposes incidental to the enjoyment of a dwelling house (as outlined on the Site Location Plan) (Certificate of Lawfulness of Existing use). (The Parish Council did not comment as they had no historic information)**

LAWFUL

#### **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 None.

**15. Correspondence for information**

**15.1 Road closure from the 14<sup>th</sup> February for a maximum of 7 days - THTTC2751\_Chewton Road, Keynsham (details appended)**

Received and noted.

**16. Reports**

**16.1 Parish Hall report (appended)**

**16.2 village updates**

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

**17.1 An update on the Definitive Map Modification Order (DMMO) for Park Copse**

**17.2 Village meeting dates**

**17.3 A speaker on recycling**

**Date of next meeting is the 15<sup>th</sup> February 2022 at 8.00pm**

The meeting closed at 9 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

## Bank Reconciliation

## Statement Entries

Date	Cashbook Date	Details	Description	Debit	Credit	Balance
30/11/2021			Opening Balance			14934.01
09/12/2021	02/12/2021		YU Energy November electricity charge	40.46		14893.55
22/12/2021	21/12/2021	001601	Clerk's Salary and expenses	493.89		14399.66
22/12/2021	22/12/2021		CDPH for fuel oil		294.75	14694.41
24/12/2021	21/12/2021	001596	SLCC annual membership	112.00		14582.41
24/12/2021	21/12/2021	001598	Defibrillator pads for Burnett village defibrillator	126.75		14455.66
29/12/2021	21/12/2021	001602	Parish Hall boiler fuel	309.49		14146.17
31/12/2021	21/12/2021	001599	Fee for grass cutting for the year	905.00		13241.17

## Reversed Entries

Cashbook Date	Details	Description	Reason	Debit	Credit	Balance
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## Outstanding Entries

Cashbook Date	Details	Description	Debit	Credit	Balance
15/10/2019	1458	PAYE 06 Sep to 5 Oct month 6	9.60		-9.60
22/03/2021	001566	Dog Waste Bin	516.34		-525.94
17/08/2021	001579	S137 Grant payment for bench	224.00		-749.94
21/09/2021	001589	S137 Grant award for thermal camera	395.79		-1145.73
19/10/2021	001591	S137 grant for thermal imaging camera replacement	441.36		-1587.09
21/12/2021	001597	Royal British Legion	25.00		-1612.09
21/12/2021	001600	PAYE months 7,8 & 9	82.00		-1694.09

## Reconciliation

Closing Bank Balance	13241.17
Outstanding	-1694.09
Closing Bank Balance + Outstanding	11547.08
Cashbook Balance	11547.08

Transactions to 18/01/2022

## Transactions since Statement

Cashbook Date	Reference	Description	Debit	Credit	Balance
10/01/2022		YU Energy	42.87		11504.21
14/01/2022		Cheque not presented		9.60	11513.81
14/01/2022		Invoice Error		516.34	12030.15
14/01/2022		Faulty Camera		395.79	12425.94
18/01/2022		Clerk's Salary and Expenses	409.37		12016.57
18/01/2022		Fuel Oil for CDPH	293.74		11722.83

## Performance against Budget

Name	Description	Budget	Actual	Difference	Variance
AUDIT	Audit Fees	204.00	200.00	-4.00	-1.96%
DONATIONS	Donation	204.00	50.00	-154.00	-75.49%
EXPENSES	Clerk's Expenses	73.44	53.01	-20.43	-27.82%
GRANTS GIVEN	Grants Given	1020.00	591.80	-428.20	-41.98%
GRASS CUTTING	Grass Cutting	918.00	905.00	-13.00	-1.42%
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	90.09	-929.91	-91.17%
MOBILE	Mobile Top Up	40.80	10.00	-30.80	-75.49%
PAYE	Clerk's PAYE	275.40	257.40	-18.00	-6.54%
PH INSURANCE	Parish Hall Insurance	1326.00	663.71	-662.29	-49.95%
POSTAGE	Postage	40.80	20.40	-20.40	-50.00%
SALARY	Clerk's Salary	5712.00	4379.17	-1332.83	-23.33%
SIGNS	Signs Notice boards	510.00	0.00	-510.00	-100.00%
SL ELEC	Street Light Electricity	510.00	300.35	-209.65	-41.11%
SL MAINT	Street Light Maintenance	510.00	935.12	425.12	83.36%
SOLICITOR	Solicitor Fees	0.00	0.00		
STREET FURNITURE	Street Furniture	0.00	-215.78		
SUBS	Memberships and Subs	540.60	239.62	-300.98	-55.68%
SUPPLIES	Office Supplies	71.40	24.00	-47.40	-66.39%
TRAINING	Training	489.60	0.00	-489.60	-100.00%
WEBSITE	Website	198.90	190.48	-8.41	-4.23%
TOTAL	Total for year to date	13914.84	8729.40	-5185.44	-37.27%

**(THTTC2751 CHEWTON ROAD, KEYNSHAM)****(TEMPORARY PROHIBITION OF USE BY VEHICLES) ORDER 2022**

Notice is given that Bath and North East Somerset Council in exercise of its powers under section 14 of the Road Traffic Regulation Act 1984 intends to make an order to the effect of which will be to temporarily introduce a road closure in that length of **Chewton Road, Keynsham** at its junction with Wellsway B3116. **USRN: [47916450](#)**

This order is required because works are being or are proposed to be executed on or near the road for sewer repairs to prevent flooding by the Wessex Water on **14<sup>th</sup> February 2022** for a maximum period of **7 days**. The road will only be restricted as and when traffic signs are in position and may not be affected for the whole of the period but only for so long as is necessary to execute the works. This is anticipated to be for **FIVE DAYS**.

**ALTERNATIVE ROUTE:** Wellsway B3116 – Burnett Hill – Old Burnett Lane – Bathford Hill – Culver hay – Fairy Hill – Chewton Road – Vice Versa.

**Link to One. Network:** <https://one.network/?tm=127073548>

Applicant Details: Chelsie Weston

Email: [Chelsie.Weston@wessexwater.co.uk](mailto:Chelsie.Weston@wessexwater.co.uk)

Telephone: 0345 600 4 600

## **Parish Hall Report January 2022**

A flurry of cancellations around Christmas and the New Year reflected a short-term rise in Covid concerns. Hearteningly though, most of the hirers who cancelled have rebooked later in the year, their deposits being rolled forward to their new dates. Wisely, considering local infection rates, the CDCA coffee morning was also cancelled this month but we hope will be back next.

Thanks are owed to the committee members who stood in for our cleaning staff over the Christmas and New Year period whilst the cleaners took a well-deserved holiday.

The above apart, there is little else to report. Exercise classes are back after their Christmas breaks, whilst Craft Days are popular and music groups are enthusiastically playing again. Importantly, these sorts of activities broaden the scope of the Hall's use and increase the community use of the building at a time when other areas of life are quite restricted.

John Dottridge  
January 2022