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www.comptondandopc.org.uk

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

held on 15th March 2022

1. Apologies for absence (Local Government Act 1972, s 85 (3))

Councillor HM

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

Councillor DD declared an interest on item 9.1.

3. Questions on notice by members

None

4. Minutes of the previous meeting held on the 15th February 2022

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

At this point item 9.2 was brought forward and the agent spoke explaining the design for the extension and the consideration for its location in the Green Belt.

Item 9.3 was then brought forward and the applicant spoke to explain his application.

Also mentioned by both speakers, was the late notification of neighbouring properties of the application, by Bath & NE Somerset Council (BANES).

5. Ward councillor's update

- **Resourceful Earth** – the application was refused and the applicants have 6 months to appeal. Now want BANES to follow through with the enforcement notice that has been issued on the previous application, which had been approved.
- **Ashton Way toilet in Keynsham** is re-opening this Spring.
- **Fly-tipping tonnage has reduced** from 318 tonnes in 2019, to 240 tonnes in 2020, to 121 tonnes in 2021. Consideration is being given to the use of cameras to detect the perpetrators.

6. Finance

**6.1 Finance Report for Compton Dando Parish Council 15/03/2022
Bank Reconciliation for 16/02/2022**

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for 01/04/2021 to 15/03/2022

The attached Schedule of Accounts was approved.

6.3 Parish Hall Payments for 15/03/2022

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

| Payee | Description | Amount |
|-----------------------|---------------------------------------|---------------|
| Chew Valley East News | Advertising | £45.00 |
| C Cooper | December Consumables short payment | £0.26 |
| C Cooper | February Consumables | £7.06 |
| H Dottridge | Lottery Prizes | £25.00 |

6.4 To approve the National Pay Award for the Clerk's salary

The Clerk is on SCP 19, which means the hourly rate would increase from £13.24 to £13.48.

The increased salary payment was APPROVED and back dated to 1st April 2021.

6.5 To receive notice that the Precept for 2022/2023 has been confirmed

Confirmation of the Precept has been confirmed at £13,615.35. The first payment of £6,807.68 will be made on or around 4th April 2022, and a second payment of £6,807.67 on or around 3rd October 2022.

Received and noted.

7. Clerk's Report

A report was circulated prior to the meeting from the Parish Clerk, outlining actions taken following the meeting held on 15th February:

7.1 Park Copse Definitive Map Modification Order (DMMO).

No response has been received from BANES after a 2nd email.

7.2 Fallen trees reported on Bathford Hill have been removed by the landowner.

7.3 Agendas and notes from last year's village meetings, have been sent out for circulation:

Chewton Keynsham village meeting took place via Zoom on Monday 14th March at 7 pm
Woollard (East) and Compton Dando village meetings took place in Compton Dando Parish Hall before the Parish Council meeting at 7.45pm on Tuesday 15th March
Burnett village meeting will take place in St Michael's Church on Wednesday 16th March at 7 pm
Queen Charlton village meeting will take place in Queen Charlton Village Hall at 7 pm on Tuesday 22nd March.

7.4 From the 1st of April the hall hire rates for Compton Dando Parish Council will increase to £8 per hour

7.5 Compton Dando's lanes have been swept again since the last meeting.

7.6 The Parish Councils' Airport Association (PCAA) have reported that there are insufficient funds to challenge the Inspector's decision allowing Bristol Airport's appeal success. However, Bristol Airport Action Network (BAAN) has decided to challenge the decision.

7.7 Resourceful Earth Ltd.'s application [21/00419/EFUL](#) has been refused.

7.8 A public consultation has commenced in relation to local enforcement of moving traffic restrictions to make roads safer and tackle congestion. Offences that would be enforceable under the powers include violation of yellow box junctions, banned turns and driving in formal cycle lanes but not speeding.

Along with a number of local authorities across the country, Bath & North East Somerset Council is applying to the Government for powers to enforce moving traffic offences using Automatic Number Plate Recognition (ANPR) cameras.

The council is proposing to use these enforcement powers at the following initial locations where existing restrictions are in place:

- Charles St/Monmouth Street, Bath - yellow box and banned turn
- George Street/Gay Street, Bath –banned turn
- Brook Road, Bath – commercial vehicle weight restriction
- Newbridge Road/Newbridge Hill, Bath – banned turn
- High Street/Bath Hill/Temple Street, Keynsham – banned right turn

Locations taken forward will be monitored and evaluated to ensure enforcement remains proportionate.

For more information, please visit the online consultation at

www.bathnes.gov.uk/movingtrafficrestrictions. The closing date for feedback is 11 April 2022.

The following drop-in sessions between 10am and 4.30pm will provide more information:

- 24 March, Midsomer Norton One Stop Shop
- 1 April, Bath One Stop Shop
- 8 April, Keynsham One Stop Shop

A public webinar will also be taking place on 4 April at 6.30pm the joining details can be found on the consultation webpage.

The consultation feedback is expected to go before the council's cabinet on May 5 for a decision on whether to proceed with the application to the Government before the deadline of May 20, 2022, with the designation order confirming the powers being issued on June 1, 2022.

8. Matters for discussion/decision

8.1 To decide on action regarding the poor quality of the road sweeping in Compton Dando Lanes

It was reported that sections had been missed where landowners had not cleared up all the hedge trimmings and the sweeper avoided these areas, which could lead to blockages of some drains. The Clerk will report on FixMyStreet (ACTION CLERK).

8.2 Update on the Liveable Neighbourhoods application in Queen Charlton – Councillor CW

It was reported that another suggestion had been received from Joanna Sammons, Assistant Transport Planner for BANES, for closing off part of Queen Charlton Lane. The Resident's Committee did not approve this option, although some residents were not supportive of the option that had been chosen previously. This option was to close about ¾ mile of the lane with a lockable gate at one end, for access to farmer's fields, and a permanent closure at the Whitchurch end.

The Resident's Committee will inform Joanna that they wish to stay with the option already chosen.

8.3 To review the Finance Policy

It is required that the Finance Policy is reviewed every year.

No changes were made to the policy and it was DULY SIGNED by the Chair and Clerk.

9. Planning applications received

9.1 Chapel House Burnett Hill Burnett Keynsham Bristol BS31 2TQ

Proposal: Removal of condition 6 of application WB 04258/A (Change of use and conversion of chapel to dwelling at Burnett Chapel, Burnett, Keynsham).

The Parish Council SUPPORT the removal of the condition 6 of application WB 04258/A.

9.2 22/00207/FUL 1 Culverhay Compton Dando Bristol BS39 4LQ

Proposal: Erection of two-storey side extension at basement and ground floor level, adjoining garage with roof terrace and two-storey rear extension.

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

There is no adverse visual impact on the Green Belt (Policy GB2, LP p. 154)

The amenity of the neighbours' is preserved; the materials and design are satisfactory and the scale, height and degree of the extension is acceptable (Policy D2, LP p.28).

9.3 22/00960/FUL Manor Farm Old Burnett Lane Burnett Bristol BS31 2TF

Proposal: Proposed change of use of 3 No. chicken sheds to self-storage units (Class B8) and associated works

The Parish Council UNANIMOUSLY SUPPORT the application.

10. Appeals

10.1 None

11. Decisions

11.1 2/00173/FUL Manor Farm Cottage Chewton Road Chewton Keynsham Bristol Description of Proposal: Removal of conservatory and erection of two-storey extension. (CDPC support Feb 2022)

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 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 None

16. Reports

16.1 Parish Hall report

There was no report this month.

16.2 village updates

16.2.1 It was reported that the 'Pig Uncut' event is due to take place on the 9th July and the Clerk was asked to check with Events at BANES that they have received a Traffic Management Plan (ACTION CLERK).

16.2.2 It was reported that the Parish Hall AGM is to be held on the 17th May before the Parish Council Meetings (Annual Parish Council Meeting, followed by the Annual Meeting of the Parish, followed by the Parish Council meeting).

16.2.3 The Compton Dando Community Association (CDCA) are hosting a talk by Amy Wade BSc (Hons), MSc (Dist), PhD, who is River Chew Community Engagement Officer from Bristol Avon Rivers Trust (BART) on 'Saving the River Chew'.

BART are working hard to improve the health of the Chew, which is a river in ecological trouble. The talk will be at the CDCA's **next Coffee Morning Tuesday 5th April at 10.30** in the Parish Hall. It is a half hour talk with slides and the content will be:

- Who are BART and what do we do?
- The Chew: a river in ecological trouble.
- Solutions: what local people can do, with a focus on sustainable drainage.
- Solutions: some of the things BART are doing to improve the health of the Chew

It would be helpful if you could let acterhaar@gmail.com know if you are hoping to attend, so we have an idea of numbers.

There will of course, be tea/coffee and cake available.

16.3 Report from Keynsham Area Forum on 17th February 2022

The minutes will be circulated.

16.4 Report from Cyber Security Webinar on 16th February – Clerk

Ashley Jones, the Regional Fraud Protect Advisor presented the webinar which can be booked, free of charge by any organisation. The main points made to avoid being a victim of fraud were as follows:

- If an offer sounds too good to be true it probably is.
- Don't be pressured into anything.
- Never pay for something in an unusual way such as wiring money or bitcoin.
- Never give your details over the phone even if they say they are a police officer.
- If unsure, ask a friend or neighbour for advice.
- Take time to think.
- Listen to your instincts.
- ALWAYS REPORT A FRAUD – FIRSTLY TO THE BANK IF YOU HAVE GIVEN YOUR PERSONAL FINANCIAL DETAILS.
- THEN REPORT TO ACTION FRAUD:

The National Fraud and Cyber Reporting Centre Tel: 0300 123 2040

Report phishing to report@phishing.gov.uk

There are links to the Little Book of Big Scams, the audio version and the business edition on the Parish Council website:

<https://comptondandopc.org.uk/2021/07/21/little-book-of-big-scams/>

More useful links are below:

An audio version of the Little Book of Big Scams can be found at this link:

<https://soundcloud.com/metropolitan-police/the-little-book-of-big-scams>

A business edition of the Little Book of Big Scams can be found at this link:

<https://nbcc.police.uk/images/guidance/the-little-book-of-big-scams-business-edition.pdf>

A video version of the fraud prevention PowerPoint presentation narrated by Ashley Jones (via YouTube):

<https://youtu.be/Oyc3IT0xvsY>

16.5 Report from Solar Park, Engine House Lane Consultation on 9th March – Councillor CW

It was reported that the purpose of the consultation was to meet the local residents and to consider their views before the plans were submitted to BANES.

Councillor CW stated that the location of the solar park in the Green Belt may not be appropriate for the setting and the screening for the development is to be a fence as there is the need to keep out the deer, but this may not be fitting for the Green Belt either”

16.6 “Solar Farm Planning Policy”

It was reported that currently there is no Solar Farm planning policy, and with the current trend for building solar farms, it was felt such a policy was needed. The Clerk will email Simon de Beer, Head of Planning at BANES, with this suggestion (ACTION CLERK).

Thanks were given:

To Councillor PP for speaking at the Planning Committee meetings for Resourceful Earth Ltd and Manor House, Watery Lane Burnett on the 9th March.

And also to Ward Councillor Singleton for his work on the Resourceful Earth Ltd planning application.

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

Date of next meeting is the 18th April at 8.00pm

The meeting closed at 9.30 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Statement Date 16/02/2022

Bank Reconciliation

Statement Entries

| Date | Cashbook Date | Details | Description | Debit | Credit | Balance |
|------------|---------------|---------|---|--------|--------|----------|
| 25/01/2022 | | | Opening Balance | | | 12667.94 |
| 09/02/2022 | 09/02/2022 | | YU Energy for street light energy | 43.72 | | 12624.22 |
| 16/02/2022 | 15/02/2022 | 001806 | Clerk's salary and expenses + ALCC membership | 449.37 | | 12174.85 |

Reversed Entries

| Cashbook Date | Details | Description | Reason | Debit | Credit | Balance |
|---------------|---------|-------------|--------|-------|--------|---------|
|---------------|---------|-------------|--------|-------|--------|---------|

Outstanding Entries

| Cashbook Date | Details | Description | Debit | Credit | Balance |
|---------------|---------|---|--------|--------|---------|
| 17/08/2021 | 001579 | S137 Grant payment for bench | 224.00 | | -224.00 |
| 19/10/2021 | 001591 | S137 grant for thermal imaging camera replacement | 441.36 | | -665.36 |
| 15/02/2022 | 001805 | SLCC Clerk training (agnedas and minutes) | 72.00 | | -737.36 |

Reconciliation

| | |
|------------------------------------|----------|
| Closing Bank Balance | 12174.85 |
| Outstanding | -737.36 |
| Closing Bank Balance + Outstanding | 11437.49 |
| Cashbook Balance | 11437.49 |

Transactions to 15/03/2022

Transactions since Statement

| Cashbook Date | Reference | Description | Debit | Credit | Balance |
|---------------|-----------|---|--------|--------|----------|
| 22/02/2022 | | Accidentally destroyed | | 441.36 | 11878.85 |
| 22/02/2022 | | incorrect payee | | 224.00 | 12102.85 |
| 08/03/2022 | | YU Energy February electricity charge | 37.83 | | 12065.02 |
| 15/03/2022 | | CDPH hire 15/6/2021 to 15/03.2022 inv 004 and 005 | 140.00 | | 11925.02 |
| 15/03/2022 | | S137 Grant Payment for Thermal camera & bench - reissue | 665.36 | | 11259.66 |
| 15/03/2022 | | PAYE months 10, 11 & 12 | 82.20 | | 11177.46 |
| 15/03/2022 | | Clerk's salary and expenses + extra £10 for ALCC | 493.50 | | 10683.96 |

For year beginning 01/04/2021

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 | 64.79 | -8.65 | -11.78% |
| 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 | 140.00 | -74.20 | -34.64% |
| 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 | 339.60 | 64.20 | 23.31% |
| 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 | 5260.26 | -451.74 | -7.91% |
| SIGNS | Signs Notice boards | 510.00 | 0.00 | -510.00 | -100.00% |
| SL ELEC | Street Light Electricity | 510.00 | 418.85 | -91.15 | -17.87% |
| 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 | -215.76 | | |
| SUBS | Memberships and Subs | 540.60 | 289.62 | -250.98 | -46.43% |
| SUPPLIES | Office Supplies | 71.40 | 24.00 | -47.40 | -66.39% |
| TRAINING | Training | 489.60 | 60.00 | -429.60 | -87.75% |
| WEBSITE | Website | 198.90 | 190.49 | -8.41 | -4.23% |
| TOTAL | Total for year to date | 13914.84 | 10072.97 | -3841.87 | -27.61% |

