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www.comptondandopc.org.uk

PARISH COUNCIL AGENDA

A meeting to be held on the 17th May 2022

To all Parish Councillors

**You are summoned to attend a meeting of the Parish Council on Tuesday 17th May 2022
at 8.00pm in Compton Dando Parish Hall**

Susan Smith – Clerk to the Parish Council

Date: 9th May 2022

The public are welcome to attend.

Public participation:

Please note that prior to the official business of the meeting; members of the Parish are welcome to raise any Parish issues. Additionally, planning applications may be verbally presented by the applicant or their agent.

Please inform the Parish Clerk **4 clear days** prior to the meeting if you wish to arrange a speaking slot. Please keep your speech to a maximum of 3 minutes.

This meeting may be filmed or recorded (please refer to the Parish Council protocol on the filming and recording of meetings, adopted 16th September 2014, available at [http://: www.comptondando-parishcouncil.org.uk/docs_publications/](http://www.comptondando-parishcouncil.org.uk/docs_publications/)).

- 1. Apologies for absence (Local Government Act 1972, s 85 (3))**
- 2. To receive notification of any members personal or prejudicial interest in any item on the agenda**
- 3. Questions on notice by members**

Members may ask the Chairman any question concerning the business of the Council, provided that notice of the question has been given to the Parish Clerk in writing at least 4 clear days before the meeting where possible, and in any case to the Chairman, in writing, before the meeting.

- 4. To confirm the minutes of the previous meeting held on the 19th April 2022**
- 5. Ward Councillor's update**
- 6. Finance**
 - 6.1 To receive a report of parish council finance**

6.2 To approve the transfer of funds from the Millennium Green bank account to the Parish Council bank account and thereafter kept ring fenced for payments related to the Millennium Green

6.3 To approve and sign cheques for payment for the parish council

6.4 To approve payments for the parish hall

6.6 To announce the notice of public rights to view the accounts for the financial year ended 31 March 2022

The right to inspect commences on Monday 13th June and finishes on Friday 22nd July 2021.

6.7 To sign an amended Certificate of Exemption following information from PBTA Ltd during audit

7. Clerk's report (circulated prior to meeting)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 19th April.

8. Matters for discussion/decision

8.1 To decide on comments to the BANES Consultation on Draft Planning Obligations Supplementary Planning Document and Draft Sustainable Construction Checklist Supplementary Planning Document

The consultation on the two draft SPDs will run from the 6th May until the 17th June 2022.

The Supplementary Planning Documents can be viewed online here:

Draft Planning Obligations SPD

<https://beta.bathnes.gov.uk/draft-planning-obligations-spd>

Draft Sustainable Construction Checklist SPD

<https://beta.bathnes.gov.uk/draft-sustainable-construction-checklist-spd>

Separate **online forms** are available for you to comment on the proposed SPDs.

You can also look at copies of the document at the following locations during normal opening hours:

- Council offices:
 - Keynsham Library & Information Service, Civic Centre, Temple Street, Keynsham, BS31 1LA

8.2 To decide on a response to the Parish Charter review survey 1

The Parish Charter provides a framework for Bath & North East Somerset Council and the parishes within the district to work together, maintain good working relationships and develop an effective partnership to improve the economic, social and environmental well-being of the area. The Parish Charter was first adopted in 1999; and updated in 2006 and 2018.

The Charter can be found here:

https://www.bathnes.gov.uk/sites/default/files/final_parish_charter_-_may_2018_1.pdf

A full review is due every four years. The latest will take place from May 2022.

Q1: Overall, do you feel the revised Charter (May 2018) has helped improve working relationships between the Council and parishes?

Yes/No

Q2: Which aspects/sections are working well? (Open question)

Q3: Which aspects/sections need improvement and why? (Open question)

Q4: Which aspects/sections needs to be added or expanded e.g., advances in digital technology/opportunities, Climate Emergency etc (open question)

8.3 To decide if the Parish Council should create and Emergency Plan

BANES Council's Emergency Planning Team have started a review of its community resilience plans to build on the knowledge and experience we have all gained from the Covid-19 pandemic. They are particularly keen to work with local communities so that future emergency response in the district can be joined up effectively and valuable local knowledge captured.

They are hopeful that they will be able to attend the Forum meetings in the Autumn to discuss this in more detail. In the meantime, they have suggested that parishes consider preparing a Community Emergency Plan and have provided a template which was circulated with the pre-meeting documents, to help guide the process. The Community Emergency Plan is a tool to help prepare for emergencies that could affect a community including service delivery to it and/or particular groups of vulnerable residents. The Plan will identify evacuation assembly points, the local resources available and volunteers to assist. Section 6 of the plan is a Community Flood Plan for communities that are at particular risk of flooding, which will also involve engagement with the Environment Agency.

It is suggested that parish councils could work with community groups and other organisations to help inform the plan – they may run facilities or services; be able to advise on particular risks or groups of vulnerable people; provide volunteers; hold a shared emergency contact list etc.

The sessions in the Autumn will help identify any gaps in local plans and also provide an opportunity to join up and share information with the wider team. For help or advice, please contact Dan Noad - Team Manager, Emergency Planning by email to daniel_noad@bathnes.gov.uk or call 01225 477735.

9. To consider responses to the following Planning Applications:

**9.1 22/01601/VAR Warners Farm Chewton Road Chewton Keynsham BS31 2SS
Proposal: Variation of condition 22 (Plans List) of application 18/01959/FUL (Erection of 3 dwellings and subdivision of land following demolition of existing buildings at Warners Farm (Resubmission))**

9.2 22/01565/FUL Chapel House Burnett Hill Burnett Keynsham Bristol Bath and North East Somerset BS31 2TQ

Proposal: to replace the existing fence and entrance gates at Chapel House with a new acoustic timber fence and gates, with additional screening hedgerow.

10. Appeals

10.1 None.

11. Decisions

**11.1 22/00889/REM: Chapel House Burnett Hill Burnett Keynsham Bristol
Proposal: Variation of condition 6 of application WB 04258/A (Change of use and conversion of chapel to dwelling at Burnett Chapel, Burnett, Keynsham) (CDPC support March 2022)**

PERMIT

11.2 22/01185/ADCOU: Barn East of Ivy Cottage Queen Charlton Lane Queen Charlton Bristol

Proposal: Prior approval request for change of use from Agricultural Buildings to Dwelling (C3) (1no dwelling) and associated operational development (CDPC object April)

APPROVE

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 THTSC742 Queen Charlton annual fete road closure notification

Notice is given that Bath and North East Somerset Council in exercise of its powers under section 21 of the Town Police Clauses Act 1847 has made an order the effect of which will be to close temporarily to vehicles that length of Queen Charlton Lane, Queen Charlton, Keynsham which extends from its junction with Dapwell Lane to its junction with Allotment Lane. The order is required to prevent obstruction during the Queen Charlton Annual Fete on Saturday 11th June 2022 between 10:00 - 17:00 hrs

15.2 THTTC2873 BANES resurfacing Wellsway to Burnett Hill from the 30th May (appended)

16. Reports

16.1 Parish Hall report

16.2 Village updates ('for information only at the meeting. matters for discussion will be carried forward to next meeting' (maximum of 2 items per Councillor unless considered urgent and previously agreed with the Clerk).

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

Date of next meeting is 21st June 2022 at 8.00pm

BATH AND NORTH EAST SOMERSET COUNCIL

**(THTTC2873 BANES RESURFACING)
(TEMPORARY SUSPENSION OF PARKING)
(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 and suspend all parking to vehicles in that length of road listed in schedule 1.

This order is required because works are being or are proposed to be executed on or near the road for resurfacing and associated works by Bath and North East Somerset Council on the 30th May 2022 for a maximum period of 18 months. The road will only be restricted as and when traffic signs are in position and may not be effected for the whole of the period but only for so long as is necessary to execute the works. This is anticipated to be for up to FIVE DAYS at each location.

ALTERNATIVE ROUTE: Diversion to be clearly signed

Applicant Details: Highway Maintenance
Telephone: Volker Highways 07384908937
Email: Highways@bathnes.gov.uk

Dated: 12th May 2022

Traffic Management Team
Lewis House
Manvers Street,
Bath
BA1 1JG

Chris Major
Director of Place Management

Schedule 1

Location	Extents
Wellsway, Keynsham-Burnett Hill	From its junction with Chewton Road, to two Headed Man
A368 Bath Road, West Harptree (Day/Night Closures required on different sections of the road)	From its junction with Widcombe Common to its junction with East Harptree Road, West Harptree
Claverton Down Road, Claverton Down	From its junction of North Road/Shaft Road to its junction of Brassknocker Hill
Peasedown St John, By Pass	Entire length