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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 18th October 2022

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

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 27th September 2022

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

5. Ward councillor's update

We are due to meet the Liveable Neighbourhoods team again this week for an update on plans for Queen Charlton. We understand that the agenda is likely to include plans for future phases of the scheme once the initial through road closure is operational. Councillors will know that Queen Charlton has been combined with Whitchurch Village in the current exercise, and we expect the next phase to cover a pedestrian crossing over the A37 to give village residents safe access to the children's play park and Whitchurch Cricket Club. A number of other proposed improvements have been suggested in the information sessions already held, and we believe that there will now be a consultation to identify which ideas are both practical and affordable, and enjoy most resident support.

B&NES has appointed Dr Alex Rowbotham as Electric Vehicle Infrastructure Lead, and he is now refreshing the Council's EV policy. The next round of public funding is imminent and we expect it to include a roll-out of more rural public charging points. We understand that suitable village sites will be sought, and Parish Councils will be asked to help in identifying appropriate locations. It may be worth putting some initial thinking into this, as competition for funds is likely to be intense.

The new Local Plan will establish the planning framework for Bath and North East Somerset up to 2042. It will contain a vision, strategy and policies to guide and manage how the district grows and changes over the next 20 years, and how planning applications for new development are decided.

B&NES has commenced work on the Local Plan and marked this with the publication of a launch document that is currently open for consultation. The launch document marks the formal start of the preparation of the new Local Plan. It sets out the following things:

Scope of the new Local Plan, including our primary ambitions and other important issues

Various stages and timescales involved in preparing the Local Plan

Its relationship with other council strategies and plans.

B&NES Council would like your views on the approach it is taking in preparing the new Local Plan, including the content of the launch document.

Consultation on this, closes on 15th November.

WECA Mayor Dan Norris is quoted in "The Week In" as saying he welcomes the announcement by government that the A4 corridor has been chosen for "accelerated delivery". The delivery of dedicated bus lane(s) along the A4 for Metrobus+ will be one of the biggest transport projects in the next couple of years.

Keynsham High Street is returning to pre-pandemic visitor levels. The total number of "transactions" in local car-parks increased to 31,305 in August 2022 compared with 28,796 in August 2019. B&NES is working with local consultants and the Town Council to collect an array of data relating to Keynsham High Street. A new Town website www.hikeynsham.co.uk has been launched.

Litter picks on major roads are planned as follows:

- B3116 Junction A39 to Keynsham – 20th and 21st October
- Globe Bypass – 31st October
- Keynsham Bypass – 1st and 2nd November.

This year's Chair of B&NES, Cllr Shaun Stephenson-McGall, is keen to visit as many communities as he can during his term of office. He would welcome invitations to attend Parish Councils.

An issue was raised concerning the poor quality of paint now being used for the white road markings, which wear away very quickly which could lead to accidents on the highways.

6. Finance

6.1 Finance Report for Compton Dando Parish Council 18/10/2022

Bank Reconciliation for 29/09/2022

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for 01/04/2022 to 18/10/2022

The attached Schedule of Accounts was approved.

It was DECIDED to issue a replacement for cheque no. 001611 (£46.95) as it appears that the bank has lost it after it was paid in.

Cheque no. 001630 for £46.95 made payable to the CDCA for the bug hotel s137 Grant Award, was APPROVED and SIGNED and will appear on next month's accounts.

6.3 Parish Hall Payments for 18/10/2022

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

Payee	Description	Amount
C Cooper	Consumables	£14.15
BANES Council	Annual licence fee	£70.00
Curtain Flair Ltd	Refurbishment deposit	£430.00
H Dottridge	Booking refund	£16.00
H Dottridge	Lottery Prizes	£25.00

6.4 To receive notification that the second Precept payment for 6,807.67 has been received

Received and noted.

7. Clerk's Report

7.1 Tim Rawlings has forwarded the email regarding dual purpose waste bins to the Cleaning Manager.

7.2 Highways have been emailed regarding the progress on the speed limit reduction to 40mph on Charlton Road.

7.3 The Clean and Green Projects officer has asked for a map showing the signs which have vegetation growing around them – forwarded the request to Councillor BT

Councillor BT reported in the meeting that he has forwarded the map to the parishioner and asked them to report via FixMyStreet.

7.4 Further to consideration of the Remembrance Service, Nationally the British Legion are suggesting that such annual parades are the responsibility of the local parish or town council.

In order for the PC to organise the service it would have to submit an events management plan and risks assessments to BANES which incurs a cost. This has not been budgeted for and with the time required to make the application, it will not be possible to organise the event this year.

Also, the PC would have to get the insurers to cover the event.

See further discussion in item 8.6.

8. Matters for discussion/decision

8.1 To decide on comments on the Public Consultation for the Local Partial Plan Update (LPPU) – post- examination hearing main modifications

Following the examination hearings earlier this year, the Inspector wrote to Bath & NE Somerset Council (BANES) in August 2022 to advise that without prejudice to his final conclusions the Plan is likely to be capable of being found legally compliant and sound, subject to main modifications to the submitted Local Plan Partial Update.

[View The Inspector's Letter to The Council](#)

In response to the Inspector's letter, BANES has prepared a schedule of main modifications to the plan, which will be published for public consultation. The consultation documents and response form can be found via the following link:

<https://beta.bathnes.gov.uk/local-plan-partial-update-consultation>

The consultation runs from Wednesday 21 September until Wednesday 2 November 2022.

Any comments will be passed to the Inspector for his consideration.

The main modifications have been subject to an updated Habitat Regulations Assessment and Sustainability Appraisal. Representations on the Sustainability Appraisal can be made during the consultation.

It was DECIDED that the modifications did not require further comment.

8.2 To consider any requirements ahead of the budget plan for the next financial year

No requirements were raised.

Councillor BT will send out an email to parishioners asking for any suggestions (ACTION COUNCILLOR BT).

8.3 To decide on a list of 3 priorities for road repairs to be submitted to Highways for their consideration

It was DECIDED that the 3 priorities should be:

1. Cockers Hill (starting from the Court Hill end) to Rose Cottage (this would meet where resurfacing took place a couple of years ago).
2. The upper part of Slate Lane, from Oaklands to the junction with Woollard Lane.
3. Rankers Lane, the first 150 yards from where it joins Cockers Hill. The issues were reported last year.

It was suggested that these priorities should be submitted via the Ward Councillors as should the issue with the painted white road lines wearing away very quickly (ACTION WARD COUNCILLORS AS AND DH).

8.4 To decide on comments on the Local Plan Launch Consultation

The questions were completed during the meeting and the Clerk will submit the response (ACTION CLERK).

The link is below:

<https://beta.bathnes.gov.uk/form/local-plan-launch-consultation>

8.5 Launch of Local Plan – public engagement – organising how the Parish Council is represented

The Engagement Strategy for the new Local Plan sets out two stages of targeted engagement over the coming year, prior to a District-wide consultation on options in autumn next year. The first of these stages comprises targeted engagement with stakeholders between November 2022 and January 2023, with the aim of gathering a comprehensive understanding of key issues currently facing local communities and places, and their priorities. It is likely that this engagement will include a facilitated workshop for parish/town councils in January – further details on this workshop will follow. At the workshop each parish/town will be limited to three representatives for organisational and practicality reasons. A second discreet but related stage of targeted stakeholder engagement will then take place in June and July 2023, in order to share evidence collated, and to discuss the formulation of potential policy options relevant to local areas.

BANES seek an understanding as to how our Parish Council would like to be represented at these stakeholder engagement/workshop sessions. For example, to send representatives from each parish/town council, group parishes together, or base representatives on existing groups within the parish, such as neighbourhood planning groups.

A reply is required by **Friday 28th October** setting out how the Parish Council would prefer us to organise their involvement, and how they would like the parish/town to be represented.

It was DECIDED that the Parish Council would like to be represented at the stakeholder engagement/workshop sessions by a member(s) of the Parish Council. The Clerk will submit this preference (ACTION CLERK).

8.6 Update on the Remembrance Service – Councillor BT

It was reported that wreaths could be collected from the church at 10am and the procession would leave the church at 10.55am. Members of the village have arranged the reading for 11am and Councillor HM has arranged for the bugler to play the Last Post.

It was DECIDED to donate £25 to the Royal British Legion, as requested by the bugler last year, by way of payment (ACTION CLERK).

The Parish Councillors will donate as individuals as they will be able to gift aid the donations.

9. Planning applications received

9.1 22/03923/CDCOU Charlton Fields Farm Charlton Road Queen Charlton Bristol Bath and North East Somerset BS31 2TW

Proposal: Prior approval request for change of use from Commercial, Business and Service to 2no. dwellings (C3).

WITHDRAWN

10. Appeals

10.1 None

11. Decisions

11.1 22/03063/FUL Greenlane Farm Common Lane Compton Dando Bristol

Proposal: Replacement of main roof and erection of two-storey extension (CDPC support August 2022)

PERMIT

11.2 Appeal Ref: APP/F0114/W/22/3297874 Bell Farm, Hunstrete Lane, Woollard, Bristol BS39 4HU

Proposal: Change of use to dual use (agricultural/commercial) and site Shepherd's hut used ancillary to Bell Farm Alpacas and as café (retrospective) (CDPC object March 2021)

APPEAL DISMISSED

11.3 22/03155/LBA Chewton Place, Chewton Road, Chewton Keynsham, Keynsham, Bath and North East Somerset,

Proposal: Internal alterations to include East Wing accommodation with Chewton Place (CDPC support August 2022)

CONSENT

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 Chew Valley Area Forum (CVAF) & Climate & Nature Emergency Work Group (C & NEWG) have requested the following:

- Can all Valley parish councils add to the agenda the home energy cost crisis at every parish council meeting for the foreseeable future to discuss how they assist their parishioners with accessing information about household energy reduction and efficiency.
- Request that parish councils, agenda home energy saving initiatives/grants at parish council meetings for at least the rest of the winter

It was DECIDED that these two items would not be regularly on the agenda because relevant information is regularly circulated in the Parish.

15. Correspondence for information

15.1 Email received from BANES regarding two tree sale weekends

This autumn Bath and North East Somerset Council will be holding two tree sale weekends, as they continue to deliver their ambitious tree planting targets in response the Climate and Ecological Emergencies.

The first event will be held in **Midsomer Norton**, on **Saturday 15th & Sunday 16th October**. Trees will be available to order from 1700 on Friday 7th October.

The second event will be held in **Bath**, on **Saturday 12th & Sunday 13th November**. Trees for this second event will go on sale at 1700 on Friday 4th November.

Trees will be on sale for 7 days and available to order [here](#) on a first come first serve basis. Full collection details provided at time of ordering.

A variety of species will be on sale to suit a range of garden sizes, at fantastic value with trees in 10 litre containers at just **£10**, and trees in 5 litre containers at just **£5**.

Received and noted.

15.2 Email received from BANES providing information on their Warm Spaces initiative and calling for details of other warm spaces

The Council and partners are working to create a network of warm spaces in Bath and North East Somerset.

The council has now set out a 'Warm Welcome' package which will see the libraries in Bath; Keynsham and Midsomer Norton offering information and signposting to other organisations to meet need. Changes to seating and the development of 'Hublets' (tablets for use in the library to access all council services) will ensure libraries are 'Warm Welcome' ready.

Call for details of other warm spaces

The council is also inviting local organisations to identify additional spaces that can provide warmth and welcome over the coming months. This can be done by [completing a simple online form](#).

The online form will record information such as opening hours, available facilities and accessibility. Warm spaces will then be identified on a map on the council's website so people can see their nearest and most suitable warm space, alongside information about each space.

Organisations taking part will be asked to sign up to the Bath and North East Somerset Warm Spaces Charter, to ensure people using the space receive a warm welcome with respect and dignity.

The warm spaces initiative is being supported by the council and its partners in the [Community Wellbeing Hub](#). The Community Wellbeing Hub continues to provide a single telephone number **0300 247 0050** to access support from key local agencies, including Citizens Advice, Age UK and Bath Mind regarding money matters, bills, benefits, energy costs, food, housing, mental health support, jobs and skills, support for carers and other services.

[See the council's recent press release on Warm Spaces for fuller details.](#)

The Parish Council had no warm space(s) to suggest, however, information is regularly circulated within the Parish.

16. Reports

16.1 Parish Hall report (appended)

16.2 Village updates

There were no updates.

16.3 Report from Keynsham Area Forum 29th September 2022

There was nothing of relevance to the Parish to report.

16.4 Report from Avon Local Authorities Association (ALCA) AGM 8th October 2022

The Councillor DD attended the ALCA AGM. There was an excellent presentation on mapping software, Know Your Place. This a great site for looking at historic mapping.

Councillor DD has retained her position on ALCA regional and her position representing the Parish Council will need reviewing at the next Parish Council Annual meeting assuming that she is re-elected.

An increase in membership fees of 10% was voted on and resolved as being passed.

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

None.

Date of next meeting is the 15th November at 8.00pm

The meeting closed at 9.10 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Compton Dando Parish Council

Bank Reconciliation

Statement Date 29/09/2022

Statement Entries

Bank Date	Cashbook Date	Details	Description	Debit	Credit	Balance
23/08/2022			Opening Balance			15116.87
07/09/2022	07/09/2022		YU Energy August usage	33.44		15083.43
26/09/2022	13/09/2022	001622	PH boiler fuel	415.53		14667.90
28/09/2022	28/09/2022		CDPH fuel oil		395.75	15063.65
29/09/2022	27/09/2022	001623	Clerk's salary and expenses	499.62		14564.03
29/09/2022	29/09/2022		CDPH share of insurance		738.43	15302.46

Reversed Entries

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
20/09/2022	20/09/2022	001621	PH boiler fuel - Reversed by: necessary to pay earlier on 20/09/2022	415.53		-415.53
27/09/2022	27/09/2022	001626	WALC Training - Difficult people & conversations - Reversed by: Invoice amended on 27/09/2022	72.00		-487.53

Outstanding Entries

Cashbook Date	Details	Description	Debit	Credit	Balance
19/04/2022	001611	S137 Grant for bug hotel	46.95		-46.95
19/04/2022	001612	Queen Chariton village hall hire	9.00		-55.95
27/09/2022	001624	PAYE months 4, 5 & 6	114.40		-170.35
27/09/2022	001625	Gallagher Insurance annual premium	1476.86		-1647.21
27/09/2022	001627	WALC training - Difficult people and conversations	36.00		-1683.21
27/09/2022	001628	CDPH hire April to Sept 2022	104.00		-1787.21

Reconciliation

Closing Bank Balance	15302.46
Outstanding	-1787.21
Closing Bank Balance + Outstanding	13515.25
Cashbook Balance	13515.25

Performance against Budget

For year beginning 01/04/2022

Name	Description	2022-23 Budget	Actual at 18/10/2022	Difference	Variance
AUDIT	Audit Fees	210.00	150.00	-60.00	-28.57%
DONATIONS	Donation	52.50	0.00	-52.50	-100.00%
EXPENSES	Clerk's Expenses	75.60	30.15	-45.45	-60.12%
GRANTS GIVEN	Grants Given	1050.00	46.95	-1003.05	-95.53%
GRASS CUTTING	Grass Cutting	950.25	0.00	-950.25	-100.00%
HALL HIRE	Hall Hire	224.70	113.00	-111.70	-49.71%
ICO	ICO	36.75	35.00	-1.75	-4.76%
KIOSKS	Telephone Kiosks	52.50	0.00	-52.50	-100.00%
MAINTENANCE	Maintenance	1050.00	0.00	-1050.00	-100.00%
MOBILE	Mobile Top Up	31.50	0.00	-31.50	-100.00%
PAYE	Clerk's PAYE	388.50	253.40	-135.10	-34.77%
PH INSURANCE	Parish Hall Insurance	714.00	738.43	24.43	3.42%
POSTAGE	Postage	31.50	0.00	-31.50	-100.00%
SALARY	Clerk's Salary	5785.50	3086.11	-2699.39	-46.66%
SIGNS	Signs Notice boards	210.00	0.00	-210.00	-100.00%
SL ELEC	Street Light Electricity	478.80	203.05	-275.75	-57.59%
SL MAINT	Street Light Maintenance	1050.00	0.00	-1050.00	-100.00%
SOLICITOR	Solicitor Fees	0.00	0.00		
STREET FURNITURE	Street Furniture	115.50	0.00	-115.50	-100.00%
SUBS	Memberships and Subs	693.00	263.83	-429.17	-61.93%
SUPPLIES	Office Supplies	52.50	6.99	-45.51	-86.69%
TRAINING	Training	157.50	30.00	-127.50	-80.95%
WEBSITE	Website	204.75	12.59	-192.16	-93.85%
TOTAL		13615.35	4969.50	-8645.85	-63.50%

Parish Hall Report

October 2022

The Hall management committee held one of its formal quarterly meetings in the last month when, amongst the routine matters that arise for discussion, there was special emphasis on further implementation of the rolling programme to improve the thermal efficiency of the building.

This drive towards greater efficiency began with the replacement of the old and inefficient boiler some three years ago, then replacing the lighting with LED bulbs and strips. We are considering all aspects of thermal efficiency from upgrading roof insulation to the possibility of the installation of PV roof panels albeit we were advised against this in the past but believe improvements in design may render it effective now.

As the winter approaches we will reintroduce our "flood watch rota" and thank all of those who take part in this, in anticipation.

I will close with special thanks to Jenny and Richard Davis who once more took on their autumn task of clearing the weeds from the stream in front of the hall. We are very grateful.

John Dottridge
October 2022