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[www.comptondandopc.org.uk](http://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), H Maggs (HM),  
B ter Haar (BT)

**IN ATTENDANCE:** S Smith (Clerk) and D Hounsell (Ward Councillor)

## **MINUTES OF A PARISH COUNCIL MEETING**

**held on 15<sup>th</sup> November 2022**

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

Ward Councillor A Singleton

### **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 18<sup>th</sup> October 2022**

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

Councillor CW arrived at 8:05 pm

### **5. Ward councillor's update**

1. The (experimental) order has been made on the 10<sup>th</sup> November to prohibit any Vehicle other than an Authorised Vehicle to enter the **Queen Charlton Lane** "from a point 400 metres east of its junction with Woollard Lane extending for a distance of 1005 metres in an easterly direction." The order comes into operation on the 17<sup>th</sup> November. Objections and representations to the experimental order being made permanent, together with the grounds on which they are made, should be sent using the online response form at: [www.bathnes.gov.uk/queencharltonlaneetro](http://www.bathnes.gov.uk/queencharltonlaneetro) within a period of 6 months, beginning with the day on which the experimental order comes into force. For any queries concerning this proposal please telephone 01225 39 40 41, quoting reference TRO 22/015.

2. The public consultation on the proposed Traffic Regulation Order introducing the **20mph speed limit through Chewton Keynsham** has commenced. <https://www.bathnes.gov.uk/services/streets-and-highway-maintenance/highway-improvements-traffic-management/traffic-regulati-64>

Objections and representations with respect to the proposal, together with the grounds on which they are made must be sent by **1<sup>st</sup> December 2022** either in writing to the Traffic Management Team at the address:

**Traffic Management Team  
Bath and North East Somerset Council  
Lewis House, Manvers Street,  
Bath, BA1 1JG**

or by email to [traffic\\_management@bathnes.gov.uk](mailto:traffic_management@bathnes.gov.uk). (Note the underscore)

Please quote the title of the scheme; **(Chewton Road / Redlynch Lane) (20 M.P.H. Speed Limit) Order 202\*** with the reference **TRO22-019/LC**. For any queries concerning this proposal please telephone **01225 394041**. Please note that all representations received may be considered in public by the Council and that the substance of any representation together with the name and address of the person making it, could become available for public inspection.

**IT IS ESSENTIAL THAT ANYONE WHO WISHES THIS SCHEME TO COME INTO EFFECT EXPRESSES SUPPORT EITHER IN WRITING OR BY EMAIL AS DESCRIBED ABOVE.**

3. Consistent 20mph signage and road markings in **Compton Dando** remain on a work schedule to be completed this financial year.
4. The verges of the **B3116** Wellsway were cleared of litter over 2 days October 20<sup>th</sup>/21<sup>st</sup>. This is the second such clearance this year.
5. Highways team begins **winter preparations**

More than 1200 tonnes of salt have been procured and is in dry storage at the Council's depot in Clutton. All 434 of the area's grit bins have been checked and filled. A 1000 tonne storage facility due next year in Keynsham as part of the new Keynsham Recycling Hub will increase the council's capacity to 2300 tonnes and limit the need to replenish stock mid-winter. Empty grit bins can be reported using FixMyStreet. Last year the Highways team carried out 49 gritting runs, used 1859 tonnes of salt and gritted 12,936 miles of highway.

6. **New weed removal equipment** which uses hot foam is being trialled by B&NES. The trial is encouraging and the method appears more successful than physical clearance. This equipment is unlikely to be used more widely until Spring 2023.
7. B&NES has been using a new fully **electric road-sweeper**. It managed 1.5 days of sweeping on a single charge.
8. **Fly-tipping figures continue to fall –**

Number of reports: 2020/21 2966, 2021/22 1917, 2022/23 to end August 782

Tonnages in these years: 199, 159, 86 so far.

9. The adopted **Core Strategy** has a requirement of around 13,000 homes over the plan period which equates to 722 homes per year 2014-2029. Overall, 8,150 homes have been completed between 2011 and 2021. In order to meet the Core Strategy requirement, around 4,850 dwellings (excluding Purpose Built Student Accommodation) need to be built during the remaining eight years of the plan period to 2029. The Housing Delivery Test was introduced when the NPPF was revised in 2018. The test compares a council's past three years of housing delivery against its

three-year requirement. The results of the test are published by the government annually. As the Council has significantly exceeded its housing requirement for the past three years the Council is confident the test will be passed this year. As set out above, the Housing Delivery Test only relates to the previous three years delivery. Therefore, once delivery drops below the annual requirement across a three-year period the housing delivery test will be failed. This can have significant implications for the Council's ability to control the location of new development in line with its spatial strategy as it may result in the trigger of the 'presumption in favour of sustainable development' as expressed in paragraph 11 of the NPPF. **The Council's last housing trajectory (2021) showed that in the future delivery was predicted to begin to drop below the required annual figures.** The reduction in annual delivery would result in failure of the housing delivery test during the plan period. In addition to the Housing Delivery Test, the NPPF (paragraph 75) also requires the Council to identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years' worth of housing against their housing requirement set out in adopted strategic policies, or against their local housing need (established through a standardised methodology) where the strategic policies are more than five years old i.e., a five-year housing land supply. The supply of specific deliverable sites should in addition include a buffer of 5% to ensure choice and competition in the market for land. The Core Strategy (which established the strategic policy setting the housing requirement) is now more than five years old and, as set out in the NPPF, the five-year housing land supply requirement is calculated against 'local housing need' using the standard method. Using the standard method, the Council's latest housing trajectory indicates that the Council can currently demonstrate a 5-year land supply. However, unlike when calculating the five-year land supply against the Core Strategy housing requirement, the standard method does not allow the Council to take account of any surplus in supply from previous years. Therefore, despite the standard method housing requirement in 2021 being slightly lower than that of the adopted Core Strategy, the Council was in the position of being possibly unable to demonstrate a five-year housing land supply as future delivery slows despite having already delivered more than the required homes. As with the housing delivery test, an inability to demonstrate a five-year housing land supply would result in the 'presumption in favour of sustainable development' in the NPPF being triggered and could jeopardise the Council's ability to control the location of new developments. Part of the purpose of the Local Plan Partial Update (LPPU) was to address the above issues in housing supply and delivery by replenishing the availability of housing land through new allocations e.g. The Withies site, Keynsham East.

*Looking ahead, a rough estimate of the number of houses that will be required to be built in the B&NES area in the **next Local Plan** period up to 2042 is a further 15,000 dwellings.*

[Local Plan launch document consultation | Bath and North East Somerset Council \(bathnes.gov.uk\)](#) ends November 15<sup>th</sup>.

10. **Futura Learning Partnership Academy Trust** which includes Wellsway has been given permission by the Dept of Education to merge with Clevedon Learning Trust. The new organisation will still be called Futura Learning Partnership and comprise 27 schools.
  
11. I attended the **LGiU** (Local Government information unit) national **awards** ceremony held in the Guildhall on 20<sup>th</sup> October. These awards are to recognise and celebrate the work of councillors across England and Wales.

12. Information about using my MiPermit to pay in B&NES car-parks can be found on the B&NES Council website [here](#). MiPermit can be used by app - just download [MiPermit for Android](#) or download [MiPermit for iOS](#) to your phone. To find out how to use the MiPermit App please see this short '[Using the MiPermit App in car parks' YouTube video by North Essex Council](#) for a step-step-guide. I recommend viewing the short video. MiPermit tickets can also be accessed via the [B&NES Council MiPermit website](#) and also by phone (Text message / SMS - see 'By Phone' instructions [here](#)).

13. **Casework** continues.

14. Please continue to use **FixMyStreet** <https://fix.bathnes.gov.uk> to report problems to B&NES.

15. If you able to help cut down any old fly-posts and/or clear gutter weeds with a hoe (if safe to do so) where you live that would be appreciated.

Also reported in the meeting:

- That the Boundary Commission is currently reviewing Parliamentary constituencies to rebalance the number of electors in each. If it goes ahead, it will place Compton Dando in the NE Somerset and Hanham constituency. The consultation closes on the 5<sup>th</sup> December and can be accessed via the following link: <https://www.bcereviews.org.uk/>
- Part of the Wellsway near the Cricket Club is to close for 12 weeks in order to replace the sewer, commencing May 2023.

## 6. Finance

### 6.1 Finance Report for Compton Dando Parish Council 15/11/2022 Bank Reconciliation for 24/10/2022

The attached Bank Reconciliation was received and noted.

### 6.2 Schedule of Expenditure for 01/04/2022 to 15/11/2022

The attached Schedule of Accounts was approved.

### 6.3 Parish Hall Payments for 15/11/2022

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

Payee	Description	Amount
H Dottridge	Lottery prizes	£100.00
C Cooper	Consumables	£9.20

### 6.4 To approve the continued use of variable direct debits

Currently there are 3 direct debits, one to YU Energy for the electricity used for street lighting, the second to ICO for the Parish Council's data protection certificate and the third to Campaign to Protect Rural England (CPRE) for the annual membership.

The continued use of these direct debits was APPROVED.

### 6.5 To receive the new pay scales from the National Association of Local Councils (NALC) following agreement by the trade union

The new hourly rate for the Clerk's pay scale 19, has increased from £13.48 to £14.48. The pay award is to be back dated to 01 April 2022 and the amount of back pay is £230.85.

Received and noted.

## **7. Clerk's Report**

**7.1** Volker has been contacted to request a quote for replacing the broken Culverhay light with an LED one. They have yet to respond.

**7.2** Duncan has submitted information on the damage caused by a trailer to Compton Dando's bridge, to Council Connect.

**7.3** The Ward Councillors have forwarded the concern over the poor quality of the paint used for white line painting on roads.

**7.4** The 3 road repair priorities have been sent to the Ward Councillors and also to Highways, as suggested by Duncan. An acknowledgement has been received, stating that it has been forwarded to the relevant colleagues.

**7.5** ALCA has provided the following information on holding a Remembrance Service:  
Some Parish Councils have in the past, run parades and events under the (wrong) assumption that they are insured and underwritten by the RBL.

Also, it needs to be borne in mind that the new Protect legislation for events, around terrorism risk, has come into force.

Protecting Against Terrorism is an overview of the security advice that derives from The Centre for the Protection of National Infrastructure (CPNI) work with the national infrastructure.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/62120/protecting-against-terrorism-3rd-edition.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/62120/protecting-against-terrorism-3rd-edition.pdf)

## **8. Matters for discussion/decision**

### **8.1 To discuss the draft budget and set S137 grant levels for budget approval at the December meeting**

Adjustments were suggested and agreed. The draft budget will be amended for approval at the December meeting.

No decision was taken on the S137 Grant level, which will be deferred until the December meeting.

### **8.2 To decide if any EV points are required in the parish villages and where they should be located**

Bath & NE Somerset Council (BANES) are expected to include rural EV charging points in their next funding roll out.

Councillor BT reported that he had asked Ward Councillor Singleton to put forward 2 suitable points in Compton Dando: Fairy Hill and the Compton Inn (previously agreed with the landlord).

It was DECIDED to wait for more information on future running costs and insurance before any other locations were decided upon.

### **8.3 To consider a holiday request from the Clerk**

The Clerk asked if the meeting for October 2023 could be held a week later on the 24<sup>th</sup> October as she wished to take a holiday and would be away on the 17<sup>th</sup> October.

It was AGREED to hold the October 2023 meeting a week later.

### **8.4 To receive an update on an application from the residents of Chewton Keynsham to Wessex Water regarding the installation of a sewerage system**

Residents are applying for a sewer through Chewton Keynsham, in light of the regulations on private sewerage systems near water courses and rivers.

Wessex Water have a duty to investigate if more than 2 residents are interested. Currently 4 residents have filled out the required forms.

A request for the support of the Parish Council was made at the Village Meeting in March 2022.

The Clerk had now received the completed forms and circulated them prior to the meeting and it was AGREED that they should now be submitted to Wessex Water (ACTION CLERK).

### **8.5 To receive an update on the Park Copse Definitive Map Modification Order (DMMO)**

Graeme Stark, Principal Officer: Public Rights of Way, has emailed to say that this is at the stage of writing up the decision report and that a decision will be taken in the next few weeks.

Received and noted.

## **9. Planning applications received**

### **9.1 22/04149/FUL Charlton Fields Farm, Charlton Road Queen Charlton Bristol Bath and North East Somerset BS31 2TW**

**Proposal: Change of use from Commercial use to two Holiday lets.**

The Parish Council support in principle.

## **10. Appeals**

10.1 None

## **11. Decisions**

11.1 None

## **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 None

**16. Reports**

**16.1 Parish Hall report**

There was no report this month.

**16.2 Village updates**

Concern was raised that the white markings that indicate where potholes need repairing, were now wearing off and no action had been taken.

It was reported that a record of these locations would have been made and that the repairs would be done at some point. It was thought that due to the heavy rain, clearing leaves from drains had taken priority.

It was also reported that BANES were going away from using white lines unless they were required for parking (double yellow), as they wear off and involved significant costs.

**16.3 Report from**

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

**Date of next meeting is 20<sup>th</sup> December 2022 at 8.00pm**

The meeting closed at 9:17 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

## Bank Reconciliation

Statement Date 24/10/2022

## Statement Entries

Bank Date	Cashbook Date	Details	Description	Debit	Credit	Balance
30/09/2022			Opening Balance			15302.46
03/10/2022	27/09/2022	001624	PAYE months 4, 5 & 6	114.40		15188.06
03/10/2022	03/10/2022		Precept		6807.67	21995.73
05/10/2022	27/09/2022	001628	CDPH hire April to Sept 2022	104.00		21891.73
07/10/2022	27/09/2022	001625	Gallagher Insurance annual premium	1476.86		20414.87
10/10/2022	10/10/2022		YU Energy September charges	34.03		20380.84
17/10/2022	27/09/2022	001627	WALC training - Difficult people and conversations	36.00		20344.84
24/10/2022	18/10/2022	001629	Clerk's salary and expenses	406.39		19938.45

## No Reversed Entries

## Outstanding Entries

Cashbook Date	Details	Description	Debit	Credit	Balance
19/04/2022	001612	Queen Charlton village hall hire	9.00		-9.00
19/10/2022	001630	S137 Grant for bug hotel - replacement cheque	46.95		-55.95

## Reconciliation

Closing Bank Balance	19938.45
Outstanding	-55.95
Closing Bank Balance + Outstanding	19882.50
Cashbook Balance	19882.50

## Transactions since Statement

Transactions to 15/11/2022

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
15/11/2022		001631	Town & Parish Council Website Web Hosting	200.00		19682.50
15/11/2022		001632	Clerk's Salary & expenses + RBL donation	494.39		19188.11
15/11/2022	15/11/2022	001633	Clerk's back pay to April 2022 + mobile top ups - Reversed by: gross instead of net pay on 15/11/2022	250.85		18937.26



Compton Dando Parish Council

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
15/11/2022			gross instead of net pay - Reversed: Clerk's bank pay to April 2022 + mobile top ups on 15/11/2022		250.86	19186.11
15/11/2022		001634	Clerk's salary (2nd cheque) + expenses	167.46		19020.65

## Performance against Budget

For year beginning 01/04/2022

Name	Description	2022-23 Budget	Actual at 15/11/2022	Difference	Variance
AUDIT	Audit Fees	210.00	150.00	-60.00	-28.57%
DONATIONS	Donation	52.50	25.00	-27.50	-52.38%
EXPENSES	Clerk's Home Expenses	75.60	36.18	-39.42	-52.14%
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	20.00	-11.50	-36.51%
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	3696.92	-2088.58	-36.10%
SIGNS	Signs Notice boards	210.00	0.00	-210.00	-100.00%
SL ELEC	Street Light Electricity	478.80	235.46	-243.34	-50.82%
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	212.59	7.84	3.83%
TOTAL		13615.35	5863.75	-7751.60	-56.93%