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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), T Butler (TD), B ter Haar (BT)

IN ATTENDANCE: S Smith (Clerk) and A Singleton (Ward Councillor)

MINUTES OF A PARISH COUNCIL MEETING

held on 21st March 2023

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

Councillors HM and CW

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 21st February 2023

Approval of the minutes was carried forward to the May meeting because of the restrictions during the pre-election period (Purdah).

5. Ward councillor's update

The Council enters the Pre-Election Period – formerly known as Purdah – on 20th March, and there may be a change of pace. We are assured by Officers that normal service will be maintained, and that the only change will be that decisions which could have a political dimension will be shelved until after the 4th May local elections. Anecdotally, some of the longer in the tooth war horses on the Council warn that it can become difficult to progress issues. We are alert to this, and stand ready to escalate matters should the Parish Council experience any difficulties.

Good progress is being made on the new Reuse and Recycling Centre in Keynsham and will open in the Spring, probably in April, although, as this is part of a complex construction project, a final date has yet to be confirmed. Changes to services of this magnitude require careful planning and the timing will also partly depend on reducing the risk of any disruption to the recycling centre service for residents over the busy Easter holidays. B&NES will shortly be starting a communications campaign displaying banners at the current Pixash recycling centre and handing out flyers to users to let them know that recycling services will be relocating to the new centre on World's End Lane in the spring. You can follow the construction progress on the website: www.bathnes.gov.uk/keynshamrecyclinghub

The final de-snagging has been completed on the Chewton Keynsham 20 mph speed limit project, coinciding with the extension of lower limits on the Wellsway. The scheme has been enforceable since 1st March. As yet, there is still mixed observation of the limit, but we remain hopeful (if realistic). Police resource is unlikely to make uniformed enforcement effective, so we may need to re-consider the Community Speedwatch option later in the year.

Curo is contacting residents to enquire whether they would consider down-sizing housing but on a purely voluntary basis. This could free up larger Curo properties which are in short supply and also help people who might like to move to a smaller property with lower energy bills.

10th March was the date by which the owners of the Resourceful Earth site (Resourceful Land Ltd) had to remove all illegal development under the B&NES Enforcement Order. There is no sign that they have even started the work. We understand that the first stage will be prosecution, but are due an update briefing on Thursday 23rd. The Head of the Planning Enforcement team is new to B&NES, and appears both effective and keen to see so.

B&NES has been optimising the way in which it gathers and presents statistical data about the area. This will provide a Strategic Evidence Base (SEB) which will be used for a range of purposes, including the Economic Strategy currently under development. The SEB has some interesting detail, and can be found at [Strategic Evidence Base - Summary and Full Report | Bath and North East Somerset Council \(bathnes.gov.uk\)](http://bathnes.gov.uk).

Received and noted.

6. Finance

6.1 Finance Report for Compton Dando Parish Council 21/03/2023 Bank Reconciliation for 24/02/2023

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for 01/04/2022 to 21/03/2023

The attached Schedule of Accounts was received.

6.3 Parish Hall Payments for 21/03/2023

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

| Payee | Description | Amount |
|--------------|----------------|---------|
| HJ Dottridge | Lottery prizes | £100.00 |
| C Cooper | Consumables | £11.54 |
| | | |

6.4 To receive notice that the Parish Precept Requirement Form for 2023/24 has been received

The precept for 2023/24 is set at £14,318.48. The first payment of £7,159.24 will be received on or around 3rd April 2023, and a second payment of £7,159.24 on or around 2nd October 2023.

Received and noted.

7. Clerk's Report

7.1 A request has been made to Highways for sympathetic repairs to the ancient bridge over Bathford Hill Brook.

7.2 Clarification from ALCA on giving S137 funds to churches, was Parish Councils can give grants to the church for things that benefit the community, but they cannot give grants towards improvements to the land and property of the church.

An example of the former might be something like providing a lunch club for the over 60's, which would be fine.

7.3 An appeal against the Park Copse DMMO refusal decision has been submitted to the Planning Inspectorate on the 7th March.

Received and noted.

8. Matters for discussion/decision

8.1 To receive feedback from the Local Partial Plan Update (LPPU) workshops

It was reported that the focus was on Keynsham rather than the rural villages and the A4 corridor was the main area of attention for transport.

It was reported that the Demand Responsive Transport scheme (DRT) would focus more on the rural villages.

8.2 Feedback on the temporary through-traffic road closure in Queen Charlton – Councillor CW

Councillor CW had sent his apologies, so the comments to be submitted to the consultation on the temporary closure will be carried forward to the April meeting.

Comments reported from the Queen Charlton annual village meeting were as follows:

The road closure has created a much pleasanter and relaxing atmosphere in the village. Parents feel it is safer for children to be outside and horse riders are happy.

A request for a larger planter, used to block the access, was made as the current one has been moved several times. There is also the need for an extra bollard.

It was felt that the signage at both ends was not clear and people who thought they could drive through, now have to make a dangerous right turn out of Queen Charlton Lane.

Councillor Hounsell reported that hopefully the junction with that of Redlynch Lane, will be improved.

8.3 To decide what should be done about the poor condition of the Millennium Green fence – Councillor BT

It was reported that recent flooding had eroded the river bank and that the fence was now leaning.

This item has been carried forward to the May meeting due to Purdah.

8.4 To decide if the Parish Council should support Queen Charlton residents in their application to Wessex Water to join the main sewerage system

This item has been carried forward to the May meeting due to Purdah.

8.5 To decide if a request should be made to Bath & NE Somerset Council (BANES) to repair the wall at the bottom of Bathford Hill following damage by the road sweeper – Councillor BT

It was reported that bollards put in place by BANES had been there for a year and no remedial work had been carried out.

The Clerk will contact BANES under delegated powers (ACTION CLERK).

8.6 To decide if a request for an update on the enforcement against Resourceful Earth should be made to BANES

Ward Councillor Singleton reported that he would feedback following a meeting this week, in the April meeting.

9. Planning applications received

9.1 None.

10. Appeals

10.1 None

11. Decisions

11.1 22/04660/FUL Chapel House Burnett Hill Burnett Keynsham Bristol
Proposal: Erection of a single storey extension following demolition of existing garage, side and rear extensions. (CDPC support Dec 2022)

PERMIT

11.2 22/05114/CLPU 1 Culverhay, Compton Dando, Bristol, BS39 4LQ

Proposal: Erection of single storey side extension, two storey rear extension, hip to gable roof extension and rear dormer, porch extension and detached outbuildings (Certificate of Lawfulness for a Proposed Development).

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 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 no work had been carried out in Compton Dando during the Salford Ward Clean and Green week.

It was reported that the requests should go directly to the Clean and Green organiser rather than FixMyStreet: Sheryl_Marsh@BATHNES.GOV.UK.

16.2.2 It was reported that although BANES have declared a Climate Emergency, there was no option for a hybrid meeting for the recent Parish Liaison meeting.

It was reported that a poll had returned a majority for in-person meetings.

16.3 Report from Keynsham Area Forum on the 22nd February (appended)

16.4 Report from the Parish Liaison Meeting on the 15th March (appended)

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

None.

**Date of next meeting is the 18th April at 8.00pm
Preceded by a Sole Trustees meeting at 7.45 pm**

The meeting closed at 8:37 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation

Statement Date 24/02/2023

Statement Entries

| Bank Date | Cashbook Date | Details | Description | Debit | Credit | Balance |
|------------|---------------|---------|-----------------------------|--------|--------|----------|
| 26/01/2023 | | | Opening Balance | | | 15038.21 |
| 08/02/2023 | 08/02/2023 | | YU Energy January | 43.12 | | 14995.09 |
| 22/02/2023 | 22/02/2023 | | PH boiler fuel | | 387.25 | 15382.34 |
| 22/02/2023 | 22/02/2023 | | PH boiler service | | 187.55 | 15569.89 |
| 24/02/2023 | 21/02/2023 | 001645 | Tindknell Heating | 225.06 | | 15344.83 |
| 24/02/2023 | 21/02/2023 | 001646 | Ford Fuels for boiler oil | 406.61 | | 14938.22 |
| 24/02/2023 | 21/02/2023 | 001647 | Clerk's salary and expenses | 526.83 | | 14411.39 |
| 24/02/2023 | 21/02/2023 | 001648 | CDPH hire for 6 months | 96.00 | | 14315.39 |

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 |
| 20/12/2022 | 001639 | ALOC union membership | 50.00 | | -105.95 |

Reconciliation

| | |
|------------------------------------|----------|
| Closing Bank Balance | 14315.39 |
| Outstanding | -105.95 |
| Closing Bank Balance + Outstanding | 14209.44 |
| Cashbook Balance | 14209.44 |

Transactions since Statement

Transactions to 21/03/2023

| Cashbook Date | Date Reversed | Details | Description | Debit | Credit | Balance |
|---------------|---------------|---------|---------------------------|--------|--------|----------|
| 21/03/2023 | | 001649 | PAYE months 10,11,12 | 135.20 | | 14074.24 |
| 21/03/2023 | | 001650 | Clerk's salary & expenses | 499.08 | | 13575.16 |

| Cashbook Date | Date Reversed | Details | Description | Debit | Credit | Balance |
|---------------|---------------|---------|-------------------------------------|--------|--------|----------|
| 21/03/2023 | | 001505 | Queen Charlton hall hire | 9.00 | | 13566.16 |
| 21/03/2023 | | 001506 | S137 grant payment for picnic bench | 742.24 | | 12823.92 |

Performance against Budget

For year beginning 01/04/2022

| Name | Description | 2022-23 Budget | Actual at 21/03/2023 | 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 | 72.36 | -3.24 | -4.29% |
| GRANTS GIVEN | Grants Given | 1050.00 | 789.19 | -260.81 | -24.84% |
| GRASS CUTTING | Grass Cutting | 950.25 | 905.00 | -45.25 | -4.78% |
| HALL HIRE | Hall Hire | 224.70 | 218.00 | -6.70 | -2.98% |
| ICO | ICO | 36.75 | 35.00 | -1.75 | -4.78% |
| 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 | 563.60 | 175.10 | 45.07% |
| PH INSURANCE | Parish Hall Insurance | 714.00 | 738.43 | 24.43 | 3.42% |
| POSTAGE | Postage | 31.50 | 14.25 | -17.25 | -54.78% |
| SALARY | Clerk's Salary | 5785.50 | 5574.18 | -211.32 | -3.65% |
| SIGNS | Signs Notice boards | 210.00 | 0.00 | -210.00 | -100.00% |
| SL ELEC | Street Light Electricity | 478.80 | 390.27 | -88.53 | -18.49% |
| SL MAINT | Street Light Maintenance | 1050.00 | 1530.38 | 480.38 | 45.75% |
| 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 | 452.83 | -240.17 | -34.66% |
| SUPPLIES | Office Supplies | 52.50 | 76.08 | 23.58 | 44.91% |
| TRAINING | Training | 157.50 | 90.00 | -67.50 | -42.88% |
| WEBSITE | Website | 204.75 | 212.59 | 7.84 | 3.83% |
| TOTAL | | 13615.35 | 11857.16 | -1758.19 | -12.91% |

Keynsham Area Forum meeting on 22 February 2023

The main points raised were:

- The need for **photo ID** at the May and future elections.
- A presentation by Age UK BANES about '**Ageing Better**'. Consideration needs to be given to older people, so there is the need to make decisions age inclusive. The WHO have created a framework to tackle age through a system-wide, place-based system. A preventative approach is required.
- **Housing Challenges** – there are huge issues around housing stock, a lot of which is in the private rented sector leaving poorer quality, older style houses available for re-generation. BANES want to create more homes by enhancing empty properties; provide supported housing with air-source heating and build new homes. They are working with CURO. Waiting lists are very long: 44 to 77 weeks for the urgent, high priority lists alone.
- **New Local Plan** – this will provide a planning framework for the next 20 years. It will reflect spatial and corporate priorities. Workshops were launched in 2022 and will continue in 2023 with identifying options and sites, followed by a formal consultation and a draft plan by 2025. Six themes have been developed from the Placemaking Charter: Local Housing Need Assessment (LHNA); Employment Market Assessment; Housing Employment Land Availability Assessment (HELAA); Student Accommodation and City/Town/Local Centre vacancies.

- **Transport and WECA** – Funding is only given by WECA to new initiatives. There was a presentation by Westlink who are developing the software in conjunction with Via, for the new Demand Responsive Transport (DRT) system. It is due to be launched on April 3rd 2023 (may not). It has been divided into a North Zone, a South Zone and an area around Keynsham called PTZ zone. Initially the North and South Zones will have a service booked by the app or over a land line, on Mon-Sat 0700 to 1900 and for the Keynsham area Mon-Sat 0530 to 2130 and Sun 0900 to 1600. There will be 30, 16-seater mini-buses which will transport you to the nearest bus stop, initially second-hand but meeting the Euro 6 standard. These will be replaced in July 2023. Funding for services to feed into the DRT service will be made using the Bus Service Improvement Funding. This appears to be a work in progress so alterations possible.

Parish Liaison Meeting 15th March 2023

The main points raised were:

- **WECA** – detail as for the Keynsham Area Forum report with the following additional information: Funding for 2 years; Keynsham will have a depot; the buses are wheel chair accessible; the call centre opens from the 20th March; fares are £2 per adult and £1 per child; you can pay by debit or credit card online or by phone but **ON THE BUSES CASH ONLY**; concessionary cards accepted – mention when booking.

You should not have to walk more than 400yds before you are picked up. Should the journey be quicker to take you directly to your destination than taking you to a designated pick-up point, then you will be taken straight there.

Designated pick-up points are bus stops already in use and a designated spot(s) in villages without bus services e.g., a church.

- **New Local Plan** – detail as for the Keynsham Area Forum report with the following additional information: Community and stakeholder engagement is underway. The plan needs to reflect evidence and other strategies, consultations and workshops.

A high priority is being given to Zero Carbon and resilience; the natural space and biodiversity; retention of character. Importance will be given to community facilities.

Any new housing needs adequate infrastructure in place. More affordable homes and smaller homes for downsizing are needed, plus access to GP surgeries and other health services.

During Mar/April there will be feedback from workshops.

During May/June evidence sharing.

June/Sep Generating and accessing options.

Autumn Options consultations.

The LPPU, now adopted, needs to be consulted for planning applications. Trying to discourage developers from building only large, expensive houses. New developments need to increase biodiversity by 10%.

- **Voter ID and local elections**

A photo ID is now required to vote. Passports new or old; a photo driver's license or a Diamond Travel Card are suitable, plus: <https://www.gov.uk/how-to-vote/photo-id-youll-need>

. The One Stop Shop can provide voters with a Voter Authority Certificate. A photo is taken when you go there.

Notices of the election will be posted on the 20th March and this triggers the nomination period. Voting cards are now being sent out. Nominations must be hand delivered to the Brunswick Room between 9am and 4pm. No more nominations will be accepted after 4pm on the 4th April. Applications for a Voter Authority Certificate or an Anonymous Elector's Document must reach the Electoral Registration Officer by 5pm on Tuesday 25 April 2023. Applications for a Voter Authority Certificate can be made online via www.gov.uk/apply-for-photo-id-voter-authority-certificate.

- **Coronation 6th May**

St Monica's Trust will give funding up to £500 for organising an older person's event.

WECA have been given an additional £45,000 for the public screening of the Eurovision Contest and the Coronation.

The heritage Lottery Fund will give up to £10,000 for community events.

- **Flood and Low Temperatures Resilience**

All arrangements are in place to cope with these extreme events including vulnerable persons cells.

BANES are working with communities prone to flooding.