

**The Parish Council's Website contains lots of useful information
and can be found at**
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), H Maggs (HM), B ter Haar (BT) and T Bartlett (TBt) + 4 members of the public

IN ATTENDANCE: S Smith (Clerk)

MINUTES OF A PARISH COUNCIL MEETING

held on the 3rd October 2023

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

Ward Councillor Alison Streatfeild-James and Councillor TB and DD for late arrival.

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 5th September 2023

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

Item 8.10 was brought forward and 2 representatives from Keynsham Active Travel (KAT) presented their campaign and asked for a response to the 2 questions.

Councillor DD arrived at 8:05 pm and Councillor TB arrived at 8:15 pm.

5. Ward councillor's update

There was no update this month.

6. Finance

6.1 Finance Report for Compton Dando Parish Council 03/10/2023

Bank Reconciliation for 23/08/2023

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for 01/04/2023 to 03/10/2023

The attached Schedule of Accounts was approved.

6.3 Parish Hall Payments for 03/10/2023

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	£25.00
C Cooper	Consumables August	£12.54
CDPH	Share of insurance	£685.88

6.4 To receive notification that the insurance for the year has been renewed on the 1st October

The Insurance cover is being met by 2 separate policies from Clear Councils (previously BHIB). The Parish Hall has a separate policy for public and products liability, employers' liability (covers volunteers) and management liability. The Parish Hall and its contents is covered under the Parish Council insurance.

The cost is as follows to be shared equally between the Parish Hall and the Parish Council:

$£221 + £1,150.76 = £1371.76$ which means £685.88 is contributed by the Parish Hall and by the Parish Council.

Received and noted.

7. Clerk's Report

7.1 A request for covert action to determine the perpetrator(s) of the repeated fly-tipping in Queen Charlton has been made to BANES. The request was passed to the Cleansing Enforcement Team and they have come back asking for the location as they are considering putting up signs and possibly a covert camera. This information has been passed on to them.

Received and noted.

An update on the ownership of the litter bin in Woollard from BANES was requested (ACTION CLERK).

8. Matters for discussion/decision

8.1 To review the Press and Media Policy

The policy was REVIEWED and SIGNED.

8.2 To review the Aims and Objectives of the Parish Council

The amended Aims and Objectives of the Parish Council were APPROVED and SIGNED.

8.3 To review the Publication Scheme

The policy was REVIEWED and SIGNED.

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

No requirements were raised at this time.

8.5 To consider the Bio Diversity Duty requirement

“Public authorities who operate in England must consider what they can do to conserve and enhance biodiversity in England. This is the strengthened ‘biodiversity duty’ that the Environment Act 2021 introduces.

This means that, as a public authority, you must:

1. Consider what you can do to conserve and enhance biodiversity.
2. Agree policies and specific objectives based on your consideration.
3. Act to deliver your policies and achieve your objectives.”

The Parish Council DECIDED to consider their biodiversity duty when taking decisions.

8.6 To discuss the Biodiversity Policy (circulated pre-meeting)

The Biodiversity Policy was ADOPTED and SIGNED.

8.7 An update on the arrangements for Remembrance Sunday

The Clerk has received the following information:

Denise Calverley will be leading Remembrance Sunday in St Mary’s Church Compton Dando in rotation with All Saints’ Publow with Pensford in our benefice. Everyone in the village is warmly invited.

After the short service the congregation will then walk to the War Memorial joining with villagers for a shared brief Act of Remembrance. This is led by a lay person or Denise.

The brief order used contains a Welcome, laying of wreaths by community groups, reading aloud of names of those who perished, “They Shall Not Grow Old,” followed by the Last Post, 2 Minutes silence, Kohima Epitaph, The Rouse and closing prayer.

It has sometimes been difficult to find a bugler for The Last Post and The Rouse. Last year everyone was then invited back to St Mary’s for hot soup. Our PCC have yet to discuss this, but will shortly.

Received and noted.

Councillors BT and HM offered to represent the Parish Council at the service.

It was reported that there is now a bugler for the service and it was DECIDED to make a donation of £25.00 to the Royal British Legion as the bugler has requested a charitable donation by way of payment (ACTION CLERK).

Personal donations will also be made by the Councillors to the Royal British Legion and the Clerk was requested to send out the relevant internet link (ACTION CLERK).

8.8 To decide if the Parish Council wants to contribute to the Slow Ways walking routes

The Parish Council have been invited to contribute to the creation of Slow Ways <<https://slowways.us19.list-manage.com/track/click?u=56b04ed5cbdb76b3ecb2c92c1&id=c299ba026f&e=776b9c030d>> - an ambitious crowd-sourced, community-verified national walking network that connects all of Britain's

towns, cities and national parks. The routes are already marked out and help is needed with checking them out.

Contributing to the Slow Ways walking network will provide access to:

- * Health and wellbeing
- * Connecting people and communities
- * The Climate Emergency
- * Active Travel
- * Tourism, Leisure, Culture, Heritage
- * Accessing Nature
- * Planning
- * Levelling Up
- * Cost of Living
- * Happiness and joy

Councillor BT offered to contribute on behalf of the Parish Council (ACTION COUNCILLOR BT).

8.9 To decide if the Parish Council wants to be part of the National Charity Tender who the National Association of Local Councils (NALC) have recommended for helping with utility bill reduction

The **National Charity Tender** states it will help Parish and Town councils to benefit from discounted energy costs through group energy purchasing and, with it, have access to the following services:

- Bill checking service
- Call the suppliers for you
- Portal access to help manage energy usage
- Net zero and carbon reported at a discounted rate
- Green energy for all electricity contracts

It was DECIDED to consider the National Charity Tender recommendation when the street light energy contract renewal is due in August 2024.

It was suggested that this information should be forwarded to the Chair of the Parish Hall Management Committee as the National Charity Tender specialise in helping charities (ACTION CLERK).

8.10 To decide on a reply to Keynsham Active Travel's (KAT) presentation

KAT would like to discuss their campaign to make a section of Charlton Road (including Redlynch Lane junction) safer for active travel. They were hoping for two things from the meeting:

1. They hope that Compton Dando Parish Council will pass a motion to declare their support of these efforts.
2. They would like to ask Compton Dando Parish Council for strategic advice on how best to achieve these aims.

The Parish Council DECIDED to UNANIMOUSLY SUPPORT the campaign.

Although KAT representative's said Bath & NE Somerset Council (BANES) had turned them down for Community Infrastructure Levy (CiL) funding, the Parish Council suggested that they should go back to BANES as they now have the support of Keynsham Town Council as well as the Parish Council.

It was also suggested that KAT should apply to the West of England Combined Authority (WECA) for funding as well.

8.11 To consider sending a representative to attend the course 'Radical Adaptation for Parish & Town Councillors: Creating Green and Resilient Communities'

The course is run by Black Mountain College and it takes place by Zoom on 3 Wednesday evenings (11th, 18th and 25th) from 7-9.15pm. The cost is £75.00 per ticket.

In this online course you will:

- * Get a clear insight on how climate will affect your community on the long and short term.
- * Learn how local government structures can play a key role in creating green and resilient communities, through practical and inspirational examples.
- * Learn from experts and share experiences with other councillors in small groups.
- * Get targeted support to the individual needs of your community.
- * Develop a range of ideas that you can implement, and develop an action plan.

Received and noted.

9. Planning applications received

9.1 23/03457/TCA Oakwood Barn, Penn Hill Lane, Queen Charlton, Bristol BS31 2SJ

Proposal: T1-Eucalyptus, reduce the tree as there are now dead overhanging branches in our garden over children's play equipment and across the boundary fence into our neighbour's garden. T2-Conifer, reduce and thin as there are overhanging branches in our garden over children's play equipment and across the boundary fence into our neighbour's garden and needs maintenance.

The Parish Council will support the views of the arboriculturist.

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 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 Email received from the Planning Inspectorate with an update on the Definitive Map Modification Order (DMMO) Park Copse

“We will now send a copy of your appeal to Bath and North East Somerset Council for its comments/statement of reasons for refusing the application and will write to you again in due course.”

Received and noted.

15.2 Email received from Bath & West Community Energy (BWCE) announcing funding for community groups aiming to reduce carbon emissions or tackle fuel poverty

The BWCE Fund is now open for applications until 12 noon on Friday 3rd November.

Over the past nine years the BWCE Fund has given out 91 grants to a variety of community projects. Here are some examples of projects supported by the fund in the past couple of years:

- Energy efficiency/fuel debt advice, energy saving workshops and information packs targeted at families in fuel poverty and people with learning disabilities.
- The purchase of slow cookers and the production of slow cooker recipe books.
- Energy efficiency improvements in community buildings, including insulation and low carbon heating systems.
- A food garden to provide food and growing skills for carers, a solar-powered barn for a community farm and a rainwater harvesting system for a community orchard.
- A feasibility study for a traffic-free, multi-user greenway and learn-to-cycle sessions for families and adults.
- Development of a physical Climate Hub and projects to engage neighbours, families and schoolchildren in climate action.

To find out more and apply to the BWCE fund go to:

<https://quartetcf.org.uk/grants/bath-west-community-energy-grant/>

To see all previous projects supported by the BWCE Fund go to:

<https://www.bwce.coop/community-fund/#funded>

Received and noted.

16. Reports

16.1 Parish Hall report (appended)

16.2 Village updates

16.2.1 It was requested that the list of the most urgent road repairs sent to Highways last Autumn is sent again as none of the repairs have been carried out (ACTION CLERK).

16.2.2 The Compton Dando Community Association will be holding their AGM on the 18th of October in Compton Dando Parish Hall at 7:30 pm.

There will also be a talk on the birds of Compton Dando.

16.2.3 It was reported that the demolition that has taken place at the premises of the Turnpike Cottage at the 2-Headed Man junction, is preliminary work prior to a planning application being submitted.

16.2.4 It was reported that an item for the recycling of soft plastics by BANES, will be on the next Keynsham Area Forum agenda.

16.3 Report from Avon Local Councils Association (ALCA)/ BANES meeting on the 11th September (appended)

16.4 Report from Keynsham Area Forum on the 28th September

It was reported that there is now funding for the pedestrian and cycle bridge from the Somerdale estate to Hanham, which should be started by 2025. Also, new information signage will be erected alongside the path next to the river.

Pollution of rivers was also discussed.

To help with localised flooding, an 'Adopt a Drain' campaign will be launched, encouraging people to take care of a drain by clearing away leaves to allow water to drain away easily.

Hybrid meetings will be looked into for the winter meetings and reviewed for the summer ones.

On the 14th September, the Rural Area Workshop took place but the paired work of deciding on what facilities were required for Hub Style sharing and what were required in villages, was not very successful because different sized villages had different requirements so there wasn't agreement on the requirements.

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

None.

Date of next meeting is the 7th November at 8.00pm

The meeting closed at 9:05 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation

Statement Date 23/08/2023

Statement Entries

Bank Date	Cashbook Date	Details	Description	Paid Out	Paid In	Balance
25/07/2023			Opening Balance			18931.40
04/08/2023	18/07/2023	001686	QC hall hire combined re-issue of reversed cheques issued on 19/04/2022 and 21/03/2023	18.00		18913.40
07/08/2023	07/08/2023		YU Energy for July	33.76		18879.64
14/08/2023	18/07/2023	001685	PH hire for defib training	30.00		18849.64
16/08/2023	15/08/2023	001691	Clerk's salary and expenses	382.88		18466.96
16/08/2023	16/08/2023		Tap replacement in the Parish Hall		100.00	18566.96
18/08/2023	15/08/2023	001689	TRT Plumbing and Heating for tap replacement in the PH	120.00		18446.96
22/08/2023	15/08/2023	001690	Tallowood Defib training	175.00		18271.96
23/08/2023	23/08/2023		CPRE annual subscription	60.00		18211.96

No Reversed Entries

No Outstanding Entries

Reconciliation

Closing Bank Balance	18211.96
Outstanding	0.00
Closing Bank Balance + Outstanding	18211.96
Cashbook Balance	18211.96

Transactions since Statement

Transactions to 03/10/2023

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
05/09/2023		001692	ALCA Planning Training for 1 councillor	40.00		18171.96
05/09/2023		001693	ALCA Planning Training for 1 councillor	40.00		18131.96
05/09/2023		001694	PCAA annual membership	75.00		18056.96
05/09/2023		001695	Clerk's salary and expenses + annual cost of extra data storage on laptop	352.03		17704.93
05/09/2023		001696	PAYE months 4,5, 6	193.88		17511.05
05/09/2023		001697	ALCA Good Councillor training for 1 councillor	40.00		17471.05

Page 1

Printed 28/09/2023 11:19:47

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
05/09/2023		001698	SLCC Budget training for Clerk	36.00		17435.05
12/09/2023			VAT Reclaim for period to 31/08/2023		0.00	17435.05
03/10/2023		001699	Millennium Green Fence repair	900.00		16535.05
03/10/2023		001700	Clear Solutions insurance cover	1150.76		15384.29
03/10/2023		001509	Clear Insurance for Parish Hall Liabilities	221.00		15163.29
03/10/2023		001510	Clerk's salary and expenses	424.69		14738.61

Performance against Budget

For year beginning 01/04/2023

Name	Description	2023-24 Budget	Actual at 03/10/2023	Difference	Variance
AUDIT	Audit Fees	315.00	320.00	5.00	1.59%
DONATIONS	Donation	26.25	0.00	-26.25	-100.00%
EXPENSES	Clerk's Home Expenses	105.00	83.44	-21.56	-20.53%
GRANTS GIVEN	Grants Given	1050.00	750.00	-300.00	-28.57%
GRASS CUTTING	Grass Cutting	974.40	0.00	-974.40	-100.00%
HALL HIRE	Hall Hire	201.80	78.00	-123.80	-61.31%
ICO	ICO	36.75	0.00	-36.75	-100.00%
KIOSKS	Telephone Kiosks	52.50	0.00	-52.50	-100.00%
MAINTENANCE	Maintenance	1050.00	750.00	-300.00	-28.57%
MOBILE	Mobile Top Up	42.00	0.00	-42.00	-100.00%
PAYE	Clerk's PAYE	599.55	368.48	-231.07	-38.54%
PH INSURANCE	Parish Hall Insurance	892.50	1371.76	479.26	53.70%
POSTAGE	Postage	42.00	13.20	-28.80	-68.57%
SALARY	Clerk's Salary	6766.90	2847.72	-3919.18	-57.92%
SIGNS	Signs Notice boards	210.00	0.00	-210.00	-100.00%
SL ELEC	Street Light Electricity	472.50	172.95	-299.55	-63.40%
SL MAINT	Street Light Maintenance	3150.00	0.00	-3150.00	-100.00%
SOLICITOR	Solicitor Fees	0.00	0.00		
STREET FURNITURE	Street Furniture	262.50	0.00	-262.50	-100.00%
SUBS	Memberships and Subs	735.00	298.90	-436.10	-59.33%
SUPPLIES	Office Supplies	78.75	25.82	-52.93	-67.21%
TRAINING	Training	315.00	325.00	10.00	3.17%
WEBSITE	Website	231.00	0.00	-231.00	-100.00%
TOTAL		17609.20	7405.27	-10203.93	-57.95%

Parish Hall Report October 2023

The important news of the last month is that we have appointed both a new Treasurer and a new Bookings Manager. Most importantly we must thank Ken Webb, the outgoing Treasurer and Ian Collings, Bookings Manager, for all their hard work and dedication over the last few years and we are very grateful for their ongoing assistance over the transition period. The new Treasurer is Charlotte Turner and the new Bookings Manager is Christel Rees. Please, however continue to contact Ken and Ian until we are able to confirm the handover of the roles is complete and new contact details can be given.

We are grateful to Charlotte and Christel for volunteering but we would be delighted to have more offers of help with some of the tasks involved in running the hall. Please contact Harriette Dottridge if you would like to help.

Generally, in line with other local halls, we have raised our hire charge slightly. We welcome back our regular users this autumn and are grateful to them for their forbearance over the filming of MacDonald and Dodds when their sessions were cancelled. We have compensated them for this and are delighted to have been paid £1500 for the film company's use of the hall over that period.

John Dottridge

Report from BANES/ALCA Group meeting on the 11th September

Topics for the next Parish Liaison Meeting (PLM):

Loss of bus services – 'brush off' from Dan Norris who states focusing on cyclists and walkers.

- Poor service from Westlink, the Demand Responsive Transport (DRT) service
 - Many cancelled bookings which have caused passengers to be stranded
 - Bus from Keynsham only goes to Bath Park & Ride at Newbridge, so to get to the RUH need another bus, so people using dial-a-ride
 - Frequently doubles back and is late arriving at destinations so late for appointment

- Doesn't go through Farmborough after 8 pm

Anti-social behaviour

- Reported that better to help people understand the consequences of their actions, such as understanding what happens to a body when stabbed or caught on fire. There are organisations that can deliver this information.

In person or virtual meetings

- Suggested that clerks and councillors are asked to vote on this.

Local Engagement Meeting Report:

Budget setting by BANES

It was suggested that if a parish or town council have something urgent, they want BANES to consider, then petition them beforehand.

Funding Initiatives:

Green Recovery Fund – funded by WECA

This funding is for EV charging hubs, which has currently gone to about 20 locations around central Bath.

Bike hangar applications

This has been oversubscribed but applications will be re-opened in the Spring.

Central Government – Community Ownership Fund

£150 million available and it is run in rounds, the next being in November.

Training

On 15th December (12:00 to 13:15), NALC are running a course called 'Winning Strategies for the Funding Game' – a course on how to write a good bid.

Standards Board Vacancy

There is a vacancy for a third councillor to join the Standards Board who oversee the Monitoring Officer to improve good practice and standards. This usually only involves 2 meetings per year. Please send nominations to Alison Wells.

