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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), B ter Haar (BT) + 6 members of the public

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

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

held on 20<sup>th</sup> December 2022

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

Councillor HM.

### **2. Notification of any member's personal or prejudicial interest in any item on the agenda:**

Councillors DD and PP registered interest in items 9.1, 9.2, 10.1, 10.2 and 19, and a pecuniary interest in items 10.1, 10.2 and 19.

A dispensation to speak, for explanatory purposes, on items 10.1, 10.2 and 19 by Councillor DD was made and granted by the Clerk.

Councillors DD and PP will not vote on the above items.

### **3. Questions on notice by members**

None

### **4. Minutes of the previous meeting held on the 15<sup>th</sup> November 2022**

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

**Item 9.1 was brought forward and the applicant spoke in support of the application.**

**Item 10.1 was brought forward and a member of Zero Carbon Compton (ZCC) read a message from their members, requesting that the Parish Council consider the importance of supporting the Climate Emergency and asked for the appeal to be supported.**

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

With Christmas fast approaching, it's cheering to see quite such a vibrant display of lights across the Parish. But the latest Covid figures in Bath & NE Somerset Council (BANES) show a slight rise, and flu is also increasingly common with more beds in the RUH occupied by flu patients than Covid patients last week.

A number of the traffic and highways initiatives we have been pushing have begun to bear fruit over the last month. The six-month trial of the Queen Charlton Liveable Neighbourhood scheme is now live. Planters and signage are in place, and anecdotal feedback from residents is very positive. There are still a number of dissenting voices from neighbouring communities – notably concerns about the effects of traffic displacement on surrounding roads. The team are monitoring this as part of the overall assessment of the scheme.

It was reported at the meeting that the improvement for the village has been noticeable.

We have chased progress on CDPC's request – supported by a public petition and Ward Councillors – for work to alleviate the danger at the Queen Charlton Lane/Redlynch Lane/Charlton Road junction. Highways have confirmed that the request is now recorded as a potential scheme for the future, but it has not made the cut for the shortlist for 2023/24, as other potential schemes scored higher. We are advised there is a 'good chance' that it will be put forward for 2024/25. In parallel, improvements to the 'signage and linage' between Queen Charlton Lane and Parkhouse Lane are set to be designed by the consultants AECOM, subject to Cabinet sign-off. They will then proceed – subject to budget.

We expect work to sort out the anomalies in roadside and carriageway speed signage in Compton Dando to be completed before Christmas. It may even have been done before the Parish Council meeting. The consultation on reducing the speed limit in Chewton Keynsham closed at the beginning of December, and we understand that Public comments were unanimously in favour. We expect the TRO imminently, and for implementation before Easter. When both pieces of work are in place, there will be the opportunity to address whether the village communities wish to re-visit the idea of a Community Speed Watch.

We attended a preliminary briefing this week on the new arrangements requiring photographic ID at elections. Much of the detail is still to emerge, but it is already clear that a passport, driving licence or bus pass will count as valid identification (and there is a detailed list of other documents to come), but student cards will not count. The Council will be authorised to issue 'Voter Authority Certificates' to the 2% of voters who are thought not already to have relevant forms of identity, or they can register as postal voters.

Two interesting new Planning applications: Latchets Kennels have applied – 22/04931/FUL - to develop four residential units, and Flourish on the A4 between Keynsham and Salford have applied to install six EV Charging stations, representing a significant increase in local public provision.

There has been a widespread welcome of the Wessex Water agreement to put off their planned 12-week closure of the Wellsway for essential sewage works until later in the year. The disruption has been put back from a February start until the summer – hopefully largely during school holidays. Their briefing points:

- *Reports of flooding in this area date back more than 20 years, with issues having been raised by residents, including those on Wellsway and Lime Kilns Close, on numerous occasions*
- *To reduce these flooding incidents, including those in the grounds of Keynsham Cricket Club, Wessex Water will be investing over £500,000 to install a new 170 metre section of foul sewer in the carriageway of the B3116 Wellsway.*
- *The route of the new sewer is dictated by presence of other buried utilities. To construct the new sewer safely, a road closure (between Lime Kilns Close and Rock Hill Caravan Park) is required for the duration of the project.*
- *The works compound will be located within the road closure and a signed diversion route will be in effect during the closure.*

- *In consultation with BANES Council Streetworks team it has been agreed to move this scheme from February 2023 to summer 2023 to coincide with the school holidays and reduce impact on the local community*
- *Residents affected by flooding and the cricket club have already been informed about this deferral*
- *Work is now expected to begin at the end of July 2023 and should finish within 12 weeks.*
- *We are currently finalising arrangements to proceed with BANES ahead of contacting with residents, businesses, schools and the town council to inform them about the scheme and understand and address any local concerns.”*

May we take this opportunity to thank you all for your service to the Parish Council, and to wish you and those whom you love a peaceful and very happy Christmas season.

**Cllr Alastair Singleton**

**Cllr Duncan Hounsell**

## **6. Finance**

### **6.1 Finance Report for Compton Dando Parish Council 20/12/2022 Bank Reconciliation for 24 Nov 2022**

The attached Bank Reconciliation was received and noted.

### **6.2 Schedule of Expenditure for 01/04/2022 to 20/12/2022**

The attached Schedule of Accounts was approved.

### **6.3 Parish Hall Payments for 20/12/2022**

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

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
H Dottridge	Lottery prizes	£50.00
Curtain Flair Ltd	Curtain Tracks	£430.00
BANES	Lottery License	£20.00

### **6.4 To approve the budget for 2023 to 2024**

A budget increase of 5% was APPROVED.

### **6.5 To set the Precept for 2023 to 2024 and sign the Precept Requirement Form**

The Precept was APPROVED at £14,318.48 and the form was DULY SIGNED by the Clerk.

### **6.6 To receive notice that the Small Authorities Audit Appointments Authority (SAAA) have appointed new auditors for 2022-2023 to 2026-2027**

The appointed auditor is **BDO LLP**. Their website can be found using the following link:

<https://www.bdo.co.uk/en-gb/services/audit-assurance>

Received and noted.

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

**7.1** There has been a meeting as part of the Queen Charlton Liveable Neighbourhood scheme to discuss the initial planting and future maintenance.

**7.2** The initial work on the Queen Charlton Liveable Neighbourhood temporary closure was due to start on the week commencing 28<sup>th</sup> November.

**7.3** Volker have quoted £1,530.38 for an LED replacement of the broken Culverhay lantern.

It was AGREED at the meeting, that Volker should be asked to go ahead with the work, but to contact the Clerk prior to work being done if there was any increase in the quote (ACTION CLERK).

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

### **8.1 To remind parishioners that any interests in applying for an S137 Grant should be made to the Clerk by the end of January 2023**

Guidelines and an application form can be found on the Parish Council website:

<https://comptondandopc.org.uk/s137-grants/>

Received and noted.

### **8.2 To receive notice that Bristol's Clean Air Zone has been in operation since the 28<sup>th</sup> November**

#### **Bristol Clean Air Zone – at a glance**

- Bristol Clean Air Zone is live from **28 November 2022**
- Road signage will tell you when you're approaching or entering the zone
- Charges apply 24 hours a day (midnight to midnight), seven days a week, 365 days of the year
- The daily charge for cars, taxis and light goods vehicles is **£9**
- The daily charge for heavy goods vehicles, buses and coaches is **£100**
- You won't be notified about payment – the responsibility lies with you
- You have six days to pay the daily charge – you can pay up to six days before and six days after travel
- Pay your charge on [www.gov.uk/clean-air-zones](http://www.gov.uk/clean-air-zones) or by calling 0300 029 8888

Received and noted.

### **8.3 To consider the risk assessment for the volunteers who are on flood watch for the Parish Hall**

Carried forward.

### **8.4 To decide if BANES should be contacted to request the facility to get receipts for payments – Councillor BT**

There is no facility to get a receipt for payments so that they can be reclaimed or accounted for and no facility to make such a request by email.

Councillor BT will send details to Ward Councillor Singleton who will bring this problem to the attention of BANES (ACTION COUNCILLOR BT AND WARD COUNCILLOR SINGLETON).

## **9. Planning applications received**

**9.1 22/04660/FUL Chapel House Burnett Hill Burnett Keynsham Bristol Bath and North East Somerset BS31 2TQ**

**Proposal: Erection of a single storey extension following demolition of existing garage, side and rear extensions.**

The Parish Council SUPPORT the application for the following reasons:

There will be no adverse visual impact on the Green Belt (Policy GB1).

The amenity of neighbours' is not significantly affected (Policy D6)

The materials and design are satisfactory, as is the scale, height and degree of the extension.

**Councillors DD and PP abstained from voting**

**9.2 22/04332/AGRN Elm Farm, Old Burnett Lane, Burnett, Bristol BS31 2TF**

**Proposal: erection of an agricultural steel framed barn**

The Parish Council SUPPORT the application for the following reasons:

There will be minimal visual impact on the Green Belt (Policy GB1).

The amenity of neighbours' is not significantly affected and there will be no changes to external light pollution (Policy D6).

The materials and design are satisfactory, as is the scale, height and degree of the barn.

**Councillors DD and PP abstained from voting**

**9.3 22/04851/FUL Mill Farm Vicarage Lane Compton Dando Bristol BS39 4LA**

**Proposal: Erection of a timber orangery**

The Parish Council UNANIMOUSLY SUPPORT the application, as they did previously, and feel the current changes make the extension more in keeping with the location.

**9.4 22/04852/LBA Mill Farm Vicarage Lane Compton Dando Bristol BS39 4LA**

**Proposal: Erection of a timber orangery**

The Parish Council UNANIMOUSLY SUPPORT the application, as they did previously, and feel the current changes make the extension more in keeping with the location.

**9.5 22/04931/FUL Latchets Kennels Redlynch Lane Chewton Keynsham Bristol Bath and North East Somerset BS39 4JU**

**Proposal: Conversion of kennels, associated buildings (Use Class Sui Generis) and associated development to 4no residential dwellings (Use Class C3).**

The Parish Council UNANIMOUSLY SUPPORT the application for the following reasons:

There will be no adverse visual impact on the Green Belt (Policy GB1).

The amenity of neighbours' is not significantly affected (Policy D6)

The materials and design are satisfactory, as is the scale, height and degree of the extension.

## 10. Appeals

**10.1 Appeal Ref: 22/00070/RF Application Ref: 21/03965/FUL Planning Inspectorate Appeal Ref: APP/F0114/W/22/3302121**

**Manor House Watery Lane Burnett Keynsham**

**Proposal: Installation of solar PV panels and ground source heat pump pipe work to eastern paddock to provide renewable energy sources for manor house. Connection of pipework to existing lower ground floor plant room.**

**10.2 22/00071/LBRF Application Ref: 21/03966/LBA Planning Inspectorate Appeal Ref: APP/F0114/Y/22/330212**

**Manor House Watery Lane Burnett Keynsham**

**Proposal: Internal and external alterations for the installation of solar PV panels and ground source heat pump pipe work to eastern paddock to provide renewable energy sources for manor house. Connection of pipework to existing lower ground floor plant room.**

For items 10.1 and 10.2 due to pecuniary interests, the Chair and Vice Chair refrained from chairing these items. Councillor BT was elected by the other members of the Parish Council as Chair for these items.

The reason for an item to be held with exclusion of press and public was raised and the Chair responded.

It was recommended that ZCC send their letter read out to the Parish Council to the Planning Inspectorate.

## 11. Decisions

**11.1 22/04149/FUL: Charlton Fields Farm Charlton Road Queen Charlton Bristol Bath and North East Somerset Description of Proposal: Change of use from Commercial use to two Holiday lets PERMIT**

## 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 Clean and Green Team will be in the area from the 20<sup>th</sup> – 24<sup>th</sup> February

In addition to routine cleansing, the Clean and Green Team of two operatives are spending time in each ward across B&NES to respond to cleansing priorities including sweeping, weeding, and litter picking. The new response team will also be responding to FixMyStreet reports of overhanging vegetation and dirty signs during the week.

Please let the Clerk know of any priority areas for cleansing and the information will be forwarded to the team, who will review and put together a schedule of works for the week.

Received and noted.

## **14.2 An invite to BANES' workshops as part of the preparation for 2 key strategies – the Economic Strategy and the new Local Plan**

BANES is at the early stage of preparing two key strategies for the district – the Economic Strategy and the new Local Plan.

BANES will also hold a follow up workshop in June / July 2023 to share evidence they have compiled and to discuss options for the future. The parish councils' input to these workshops will feed into a formal, District-wide public consultation in autumn next year, relating to which options should be included in the Local Plan.

### **14.2.1 BANES Rural Areas workshop**

One representative from the parish council is invited to the following workshop:

- Date & Time: 23<sup>rd</sup> January 2023 at 16:30 – 19:30
- Location: Community Space above Keynsham Library, Civic Centre, Market Walk, Keynsham, BS31 1FS

Councillor PP will confirm if she can attend (ACTION COUNCILLOR PP)

### **14.2.2 Keynsham, Saltford and surrounding areas workshop**

One representative from the parish council is invited to the following workshop:

- Date & Time: 26<sup>th</sup> January 2023 at 16:30 – 19:30
- Location: Community Space above Keynsham Library, Civic Centre, Market Walk, Keynsham, BS31 1FS

Councillor BT will confirm if he can attend (ACTION COUNCILLOR BT).

## **15. Correspondence for information**

### **15.1 TH TTC3062 BANES maintenance programme involving road closures (information appended)**

Received and noted.

## **16. Reports**

### **16.1 Parish Hall report (appended)**

Received and noted.

### **16.2 Village updates**

Councillor PP will report a blocked drain on the B3116 (ACTION COUNCILLOR PP).

**16.3 Report from the Parish Liaison Meeting on 16<sup>th</sup> November 2022**

The Clerk will circulate the minutes when they are received (ACTION CLERK).

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

**17.1** Speed limit change at the top of Cockers Hill.

**Date of next meeting is the 17<sup>th</sup> January 2023 at 8.00pm**

The meeting closed at 9:50 pm

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

**18. Exclusion of press and public recommended:**

In accordance with Standing Order 1(d) to RESOLVE that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item of business by reason of the sensitive nature of the matter to be transacted.

**19. To discuss any new information pertinent to Appeal Ref: 22/00070/RF Application Ref: 21/03965/FUL Planning Inspectorate Appeal Ref: APP/F0114/W/22/3302121 (confidential report to follow)**

**Manor House Watery Lane Burnett Keynsham**

**Proposal: Installation of solar PV panels and ground source heat pump pipe work to eastern paddock to provide renewable energy sources for manor house. Connection of pipework to existing lower ground floor plant room.**

**For item 19 due to pecuniary interests, the Chair and Vice Chair refrained from chairing. Councillor BT was elected by the other members of the Parish Council as Chair for this item.**

Councillor DD distributed further information for consideration.

Councillors DD and PP stood down and did not take part in the voting.

The majority of the remaining Councillors voted to submit the new information to the Planning Inspectorate (ACTION CLERK).

It was reported that the information submitted would be available to the public once the 13<sup>th</sup> January 2023 deadline for submission to the Planning Inspectorate had passed.



## Bank Reconciliation

Statement Date 24/11/2022

## Statement Entries

Bank Date	Cashbook Date	Details	Description	Debit	Credit	Balance
25/10/2022			Opening Balance			19938.45
09/11/2022	09/11/2022		YU Energy October charge	36.64		19901.81
17/11/2022	15/11/2022	001632	Clerk's Salary & expenses + RBL donation	494.39		19407.42
17/11/2022	15/11/2022	001634	Clerk's salary (2nd cheque) + expenses	167.45		19239.97
24/11/2022	24/11/2022		HMRC VAT refund		179.36	19419.33

## Reversed Entries

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
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		-250.85

## 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
15/11/2022	001631	Town & Parish Council Website Web Hosting	200.00		-255.95

## Reconciliation

Closing Bank Balance	19419.33
Outstanding	-255.95
Closing Bank Balance + Outstanding	19163.38
Cashbook Balance	19163.38

## Transactions since Statement

Transactions to 20/12/2022

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
20/12/2022		001635	SLCC annual membership	139.00		19024.38
20/12/2022		001636	SLCC Budget training	36.00		18988.38

Compton Dando Parish Council

Cashbook Date	Date Reversed	Details	Description	Debit	Credit	Balance
20/12/2022		001837	SLCC training Civility & Respect	36.00		18962.38
20/12/2022		001838	Grass cutting - Lesley Bowes	806.00		18047.38
20/12/2022		001840	PAYE months 7,8 & 9	176.00		17872.38
20/12/2022		001841	part payment Clerk's salary + expenses	600.00		17372.38
20/12/2022		001842	part payment Clerk's salary + expenses	24.63		17347.75
20/12/2022		001838	ALCC union membership	50.00		17297.75

## Performance against Budget

For year beginning 01/04/2022

Name	Description	2022-23 Budget	Actual at 20/12/2022	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	905.00	-45.25	-4.76%
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	428.40	39.90	10.27%
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	4221.55	-1563.95	-27.03%
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	452.83	-240.17	-34.66%
SUPPLIES	Office Supplies	52.50	6.99	-45.51	-86.69%
TRAINING	Training	157.50	90.00	-67.50	-42.86%
WEBSITE	Website	204.75	212.59	7.84	3.83%
TOTAL		13615.35	7717.38	-5897.97	-43.32%

**(TH TTC3062, BANES MAINTENANCE PROGRAMME)  
(TEMPORARY SUSPENSION OF PARKING)  
(TEMPORARY PROHIBITION OF USE BY CYCLISTS, HORSE RIDERS AND VEHICLES)  
ORDER 2023**

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 close temporarily to cyclists, horse riders and vehicles, and suspend all parking to vehicles in the length of roads listed in Schedule 1.

This order is required because works are being or are proposed to be executed on or near the road to carry out highway maintenance works by Bath & North East Somerset Council, operative from 30<sup>th</sup> January 2023, 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 THREE DAYS at each location.

ALTERNATIVE ROUTES: Diversions to be clearly signed during each closure.

Applicant: BANES  
Email: [Highways@bathnes.gov.uk](mailto:Highways@bathnes.gov.uk)  
Telephone: Volker Highways 07384908937

Dated: 12<sup>th</sup> January 2022  
Bath and North East Somerset Council  
Traffic Management Team  
Lewis House  
Manvers Street,  
Bath BA1 1JG

Chris Major  
Director for Place Management

### Schedule 1

Location	Extents
Littleton Lane, Wellow	Between its junction with High St / Wellow Rd and Grays Hill / Dairy Hill
Shophouse Road, Bath	From its junction with Innox Rd to its junction with High St, Twerton
South Parade, Bath	From its junction with Pierrepont St to the end
Publow Lane, Woollard	From its junction with High St to Mill Lane
Woodborough Mill Lane, Woollard	From its junction with Hunstrete Lane to the end
Stowey Bottom, Bishop Sutton	From its junction with A368 to its junction with Redlands Lane
Moorledge Lane, Chew Magna	From its junction with The Crescent/Stanton Drew to Moorledge Road
Combe Road, Combe Down	From its junction with Rock Hall Lane to its junction with North Rd

### Parish Hall Report

**December 2022**

The only matter of any interest to report this month is that the Hall's curtains have all had their header tapes replaced and the curtains then rehung on new tracks. This, we trust, will end the difficulty hirers experienced in drawing the curtains and the management's need to climb up the stepladder to rehang them when, inadvertently, they have been pulled to the floor.

This apart, all is as expected and running smoothly.

John Dottridge  
December 2022

