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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) and T Bartlett (TBt) + 2 members of the public

IN ATTENDANCE: S Smith (Clerk) and Ward Councillor Alison Streatfield-James (ASJ)

MINUTES OF A PARISH COUNCIL MEETING

held on the 5th December 2023

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

Councillor B ter Haar and Councillor TB for late arrival.

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

Councillor DD for item 8.11.

3. Questions on notice by members

None

4. Minutes of the previous meeting held on the 7th November 2023

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

Item 8.11 was brought forward

George Hall of Conrad Energy made a presentation on a future planning application for a solar farm project that will be located on land adjacent to Middlepiece Lane, Burnett.

Councillor TB arrived at 8.11pm

A parishioner spoke with concerns over the Green Belt being used for solar farms and the visibility of the solar farms in the Green Belt, as natural screening takes a long time to grow and won't necessarily hide the view of the solar panels completely.

A mock-up of a full-size panel at the highest point was requested, and it was confirmed that this would be carried out.

5. Ward councillor's update

1. There is a very interesting digital tool for examining the carbon (or equivalent) footprint by Parish, ward, and Local Authority.
<https://impact-tool.org.uk>

Note that the “territorial” footprint is biased by taking into account through roads, flight paths etc. The best measure of a village’s carbon footprint is by “consumption”
A report for Compton Dando Parish can be viewed on this link:
[Impact Report - Compton Dando \(impact-tool.org.uk\)](https://www.impact-tool.org.uk)

2. My joint Ward Councillor, Duncan Hounsell, has met the new neighbourhood police sergeant PS3184 Lisa Allerton-Baldwin.
Her email address is Lisa.Allerton-Baldwin@avonandsomersetpolice.uk
Duncan and I intend to meet Lisa in the New Year to discuss local policing matters.
3. On 20th and 30th November, I and Cllr Hounsell met with B&NES senior planning officer Richard Daone and planning officer Alice Nunn together with Saltford and Compton Dando Parish councillors (including the CDPC Chair) and Keynsham Town Councillors for briefings on the Local Plan process and possible “options” or suggestions for future housing development in our area in the Local Plan period up to 2042.
The focus in Compton Dando Parish is in the area south of Keynsham towards Queen Charlton, and we will continue to discuss the options and difficulties with the officers.
Duncan and I are holding a public meeting to discuss the options affecting Saltford on 26 January 2024 and we can do the same, if helpful for Compton Dando parish in due course.
4. The B&NES officer who deals with Community Infrastructure Levy (CIL) in NES is Catherine Parker. CIL is, in effect, a tax on development to support local needs as a consequence of the development. Applications for B&NES wide CIL funding can be considered for 2025-2026.
5. Duncan and I wish the Compton Dando Parish Council a very Happy Christmas!

At the meeting the following items were added:

- Ward Councillor ASJ asked that any concerns that are matters for the police to be sent to her or to Ward Councillor Duncan Hounsell so they can be taken to their next meeting with the police. Their emails are:
[Alison Streatfeild-James@bathnes.gov.uk](mailto:Alison.Streatfeild-James@bathnes.gov.uk) and [Duncan Hounsell@bathnes.gov.uk](mailto:Duncan.Hounsell@bathnes.gov.uk)
- Ward Councillor ASJ reported that a meeting to discuss the Local Plan, which includes the location for the building of new homes, would be arranged for Parishioners and the Parish Council in the new year.

6. Finance

6.1 Finance Report for Compton Dando Parish Council 05/12/2023 Bank Reconciliation for 13/10/2023

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for 01/04/2023 to 05/12/2023

The attached Schedule of Accounts was approved.

The Clerk reported that her salary payment included back pay to April 2023 following the recent pay settlement.

6.3 Parish Hall Payments for 05/12/2023

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

Payee	Description	Amount
C Cooper	Consumables	£12.13
H Dottridge	Garden Centre Voucher	£50
H Dottridge	Licensing Fee	£70
H Dottridge	Lottery Prizes - October	£25
CDPC	Radiator bleed	£74
CDPC	New chair seats for PH	£770
H Dottridge	Hedge cutting	£20
H Dottridge	Present	£16.62
H Dottridge	Lottery Prizes - November	£75
H Dottridge	Light tube	£5.31

7. Clerk's Report

7.1 An update was received from the Planning Inspectorate on the DMMO for Park Copse. This was a response from the landowner commenting on several items on the appeal the Parish Council submitted. A written response to the landowner's comments has been submitted along with photographs supporting the comments.

7.2 Email sent to Tim Haynes of BANES regarding works carried out on the Allen's Brake PROW (Public Right of Way), that have resulted in slippery steps in wet weather at one end of the bridge where the steps have been built of wood, and at the other end, the bridge ends in a complete quagmire which covers a large area of about 10 yards by 15 yards and one foot deep.

7.3 The Planning Inspectorate have emailed to say that comments submitted in response to the Landowner's response to the Parish Council Appeal on the Park Copse DMMO (Definitive Map Modification Order), have been forwarded to BANES and the landowner, who have until the 15th December to respond.

Received and noted.

8. Matters for discussion/decision

8.1 To consider the costs of solar powered street lights

It was DECIDED that a consultation should be sent out to the Parishioners to gather information before a decision is taken by the Parish Council. Information on whether street lights are wanted in the villages needs to be ascertained and to bring to the Parishioners' attention the fact that the style of solar powered street lights is very modern/urban (ACTION CLERK).

8.2 To consider the draft 2024 to 2025 budget before a final decision in January 2024

A decision on the budget and Precept will be taken at the 2nd January meeting.

8.3 To review the Infectious Disease Policy

It was DECIDED that the Parish Council should have an Infectious Disease Policy, but one that mainly guides people to follow the Government Guidelines. The current policy will be amended and brought to the January meeting (ACTION CLERK).

8.4 To notify Parishioners that the Parish Council has Community Infrastructure Funding of £2531.06 available for community projects

Information about the type of projects the funding is for is available on the website:
<https://comptondandopc.org.uk/community-infrastructure-levy-cil-funding/>

Received and noted.

8.5 To notify Parishioners that applications for S137 Grant funding should be notified to the Clerk by the 31 January 2024

Forms are available on the website:

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

A completed application is required by the 31st March, then if a grant is approved, invoices will be required during the 2024 - 2025 financial year for payment to be made.

Received and noted.

8.6 Feedback on the recycling of pill blister packs by BANES – Councillor BT

Councillor BT has not received any information yet. This item will be carried forward to the January meeting.

8.7 To inform Parishioners that funding for community projects may be available through the UK Shared Prosperity Fund (UKSPF)

<https://www.gov.uk/government/publications/rural-england-prosperity-fund-prospectus/rural-england-prosperity-fund-prospectus>

A workshop is scheduled for Monday 11th December 16.00.18.00 at the Keynsham Community Space.

This is an opportunity to hear about a capital funding opportunity for Parish Council's in rural areas. Working with Bath & NE Somerset Council (BANES), the West of England Combined Authority is offering funding of between £10k and £40k to Parish Councils, **or projects that have the support of their Parish Council**, to carry out projects of the following types:

- * capital improvements to village halls or other community facilities (retrofit for energy efficiency, e.g., insulation, heat pumps, solar PV, etc).
- * Green Infrastructure projects – creating new green spaces, or significantly improving existing spaces.
- * Installation of community electric vehicle (EV) charging points.
- * Any other environmental or biodiversity focused project. For example:
 - * Community gardens
 - * Improvements to watercourses and embankments
 - * Greening of streets and paths

The session will give full details of eligibility, timelines and details of how applications will be assessed. There will also be an opportunity to discuss projects in some detail with the Combined Authority. Successful projects will need to be able to deliver by March 2025 and some funding will be available up front. Come along to hear full details!

Please RSVP via this MS forms link <https://forms.office.com/e/LqvvC8Ch8g>.

If you are unable to access this link you may RSVP to me via email: harriet_garstang@bathnes.gov.uk

Received and noted.

8.8 To discuss applying for UKSPF for the installation of an EV point in the Compton Inn car park

This item will be carried forward until Councillors DD and BT have attended the workshop and the Parish Council has more information.

8.9 To consider support for UKSPF funding for extending the pavement from Court Hill to Vicarage Lane



It is thought that the road is too narrow for two cars to pass safely side by side so extending the pavement wouldn't impact traffic but it could act to slow traffic making it safer for pedestrians walking between Vicarage Lane and the rest of the village.

This item will be carried forward until Councillors DD and BT have attended the workshop and the Parish Council has more information.

8.10 To discuss a source of funding for tree planting around the Millennium Green and along Court Hill and Culverhay

The Parish Council have no land of their own on which they could plant trees.

Councillors felt that there is a need for the right tree in the right place.

The Clerk reported that no tree planting could take place on the Millennium Green without the permission of the Diocese of Bath & Wells.

It was reported that there are plenty of places where free trees can be found for planting, so the need to use funding for this is not necessary.

8.11 To discuss the proposed solar farm project at Middlepiece Lane by Conrad Energy

There will be a short presentation by Conrad Energy.

<https://conradenergy.co.uk/>

This item was brought forward after the official business at the beginning of the meeting.

No discussion took place since decisions cannot be taken until the planning application is on the agenda next year.

8.12 To receive notice that the Clean and Green Team will be working in the Saltford Ward 22nd – 26th January 2024.

“As a reminder, in addition to our routine cleansing the Clean and Green Team of three cleansing operatives are spending time in each ward across B&NES to respond to cleansing priorities including sweeping, weeding, and litter picking.

Please let us know your priority areas for cleansing within your wards and we will review and put together a schedule of works for the week. We will also include anything outstanding from the previous action week.

Please also continue to report any highway priorities and reports of overhanging vegetation or cleaning of signs on [fix my street](#) for our response team to pick up.”

A request to have the road signs on the B3116 cleaned was made (ACTION CLERK).

9. Planning applications received

9.1 None.

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 None

16. Reports

16.1 Parish Hall report (appended)

Received and noted.

16.2 Village updates

16.2.1 It was reported that a new litter bin, which is slightly larger than the previous one, has been placed in Woollard.

16.2.2 Councillor AD has been in contact with a landowner over an electric fence on the Public Rights of Way (PROW) BA8/68 and BA8/69 following concerns raised by a Parishioner.

16.2.3 A request was made for Highways to be contacted over field run-off causing flooding at the junction of Middlepiece Lane and the B3116 by Burnett village. It was thought that in very cold spells this could freeze and cause accidents (ACTION CLERK).

16.2.4 It was reported that mud created as part of the solar farm construction on the Paddock in Burnett was now reducing the width of the road into Burnett. Clerk to report to BANES (ACTION CLERK).

16.3 Report from the Hicks Gate Area Workshop – Councillor DD

- The Park and Ride at Brislington is being moved to the location of the old garden centre just down the road. The old Park and Ride ground will be used to build houses.
- The new Park and Ride will provide buses to travel in both directions and will become a Transport Hub.
- The allotment is remaining.
- A Nature Reserve will be developed in the area towards Stockwood.

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

Dates for the village meetings.

Date of next meeting is the 2nd January 2024 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 13/10/2023

Statement Entries

Bank Date	Cashbook Date	Details	Description	Paid Out	Paid In	Balance
26/09/2023			Opening Balance			17990.03
02/10/2023	02/10/2023		Precept 2nd payment		7159.24	25149.27
04/10/2023	03/10/2023	001510	Clerk's salary and expenses	424.68		24724.59
04/10/2023	04/10/2023		PH share of the insurance for the hall		685.88	25410.47
09/10/2023	09/10/2023		YU Energy for September	33.20		25377.27
11/10/2023	03/10/2023	001699	Millennium Green Fence repair	900.00		24477.27
12/10/2023	03/10/2023	001700	Clear Solutions insurance cover	1150.76		23326.51
12/10/2023	03/10/2023	001509	Clear Insurance for Parish Hall Liabilities	221.00		23105.51
13/10/2023	05/09/2023	001694	PCAA annual membership	75.00		23030.51

No Reversed Entries

No Outstanding Entries

Reconciliation

Closing Bank Balance	23030.51
Outstanding	0.00
Closing Bank Balance + Outstanding	23030.51
Cashbook Balance	23030.51

Transactions since Statement

Transactions to 05/12/2023

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
07/11/2023		001511	PH radiator problem	88.80		22941.71
07/11/2023		001512	Town & Parish Councils Website management fee	220.00		22721.71
07/11/2023		001513	Parish Hall replacement chair covers	924.00		21797.71
07/11/2023		001514	Clerk's salary and expenses	542.52		21255.19
07/11/2023		001515	Grass Cutting annual charge	984.00		20271.19
05/12/2023		001516	SLCC annual membership	144.00		20127.19

Compton Dando Parish Council

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
05/12/2023		001517	Clerks salary and expenses	680.73		19446.46
05/12/2023		001518	PAYE under paid for months 4 & 5	51.03		19395.43

Performance against Budget

For year beginning 01/04/2023

Name	Description	2023-24 Budget	Actual at 05/12/2023	Difference	Variance
AUDIT	Audit Fees	315.00	320.00	5.00	1.59%
DONATIONS	Donation	26.25	25.00	-1.25	-4.76%
EXPENSES	Clerk's Home Expenses	105.00	107.28	2.28	2.17%
GRANTS GIVEN	Grants Given	1050.00	750.00	-300.00	-28.57%
GRASS CUTTING	Grass Cutting	974.40	984.00	9.60	0.99%
HALL HIRE	Hall Hire	201.60	78.00	-123.60	-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	419.51	-180.04	-30.03%
PH INSURANCE	Parish Hall Insurance	892.50	685.88	-206.62	-23.15%
POSTAGE	Postage	42.00	33.20	-8.80	-20.95%
SALARY	Clerk's Salary	6766.90	3993.85	-2773.05	-40.98%
SIGNS	Signs Notice boards	210.00	0.00	-210.00	-100.00%
SL ELEC	Street Light Electricity	472.50	236.38	-236.12	-49.97%
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	442.90	-292.10	-39.74%
SUPPLIES	Office Supplies	78.75	34.10	-44.65	-56.70%
TRAINING	Training	315.00	325.00	10.00	3.17%
WEBSITE	Website	231.00	220.00	-11.00	-4.76%
TOTAL		24609.20	9405.10	-15204.10	-61.78%

Parish Hall Report

December 2023

The Hall continues to be very well used with a good variety of exercise classes, all the usual variety of parties, as a lecture space and a diversity of groups using the hall for practice.

It is rewarding that when we are particularly busy and are shuffling hirers around to accommodate as many as possible, our regulars are always accommodating, explaining how much they appreciate the hall as a clean and friendly space to work in.

Our Christmas lights went up last week, in time for the Cricket Club's tenth anniversary party and a number of people told us how cheering they are.

As is always the case at this time of year, we need to thank the villagers who guard the Hall against flooding and those who go the extra mile and clear the debris and silt from behind the grating in the wood. It is very much appreciated.

Finally, together with the church and the Compton Dando Community Association, we held a tea party to say goodbye and thank you to Ken and Joy Webb for all that they had done whilst in the village.

John Dottridge
December 2023