

**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 (DD), P Paget Vice-Chair (PP), A Dawes (AD), T Butler (TD), H Maggs (HM), B ter Haar (BT) and 1 member of the public

IN ATTENDANCE: S Smith (Clerk) & Ward Councillor Duncan Hounsell (DH)

MINUTES OF A PARISH COUNCIL MEETING

held on the 3rd December 2024

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

Councillor T Bartlett.

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 6th November

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

Item 9.1 was brought forward for the applicant to speak on behalf of the application.

5. Ward councillor's update

- 1. A happy and peaceful Christmas** to all councillors on Compton Dando Parish Council and the Parish clerk. Thank you for your hard work and dedication in 2024. Best wishes for a productive and satisfying New Year. Congratulations on the 130th anniversary of Compton Dando Parish Council.
- 2.** My ward colleague **Alison Streatfeild-James**, a commercial barrister, has been appointed Chair of the Decisions Committee of the Financial Conduct Authority (FCA). This is a senior national role and is non-political. It is arguably one of the most important positions in her area of expertise. Alison started at the beginning of November. Alison has resigned as a BANES ward councillor and the vacancy will be advertised. This will lead to a local ward wide by-election in January. My thanks to Alison for her ward work especially in the Compton Dando and Newton St Loe Parish areas.

3. **Planning application 23/04529/FUL** Fairy Hill solar farm will be determined at the BANES Planning Committee on Wednesday 18th December.
4. Andy Rothery, who was **BANES Executive Director Resources (Chief financial officer and Section 151 officer)** has left BANES to take up the same post at Bristol City Council. An interim chief financial officer for BANES has been appointed and BANES is going through the process of recruiting a permanent appointment.
5. The previous **BANES Public Rights of Way (PROW) Inspector** retired in January. Her post was then included in a recruitment freeze. The department prioritised health and safety issues during this period. A replacement PROW Inspector, **Lauren Baxter**, has now been appointed.
6. **Allen's Brake footpath:**
"My colleague Tim Haynes responded to the parish council's original email in December last year and a further email was sent in the September explaining why we have so far been unable to resolve these matters. It may be that the parish council need to check the firewall and/or filters on their email system as this has happened previously where they appear to have not received responses which were sent. In respect of this particular issue, Tim has recently carried out a site visit with Lauren Baxter, the new PROW Inspector for the area. We are arranging for a contractor to surface the muddy steps with stone to address that first issue. The "quagmire" in the field beyond the bridge is somewhat trickier to resolve due to the rural agricultural setting and the fact that cows tend to congregate there en masse. We are looking at various options for this more complex area but the overall cost of any solution may require funding from the Capital Programme in the new financial year. I will also Lauren to keep yourself and the parish council up to date with developments." – Graeme Stark, principal PROW officer
7. **Bristol Airport** has announced a consultation about further expansion to 15 million passengers per year. The informal consultation on the Master Plan ends on 31st January. Contact is stakeholder@bristolairport.com
8. **Bristol Airport** has been put up for sale by the Ontario Teachers' Pension Plan (OTPP).
9. **Bath Christmas Market:** November 28th – December 15th Opening hours Mon to Wed 10am to 7pm, Thurs to Sat 10am to 8pm, Sunday 10am to 6pm. There are discounts for Discovery Card holders. Note that there is no planned roadworks for this period.
10. The **Transport Action Plan** is intended to inform residents of BANES of all BANES transport schemes which we BANES is looking to deliver by 2027. A map will be shown on the BANES web-site for all to view schemes which are "proposed, agreed, and funded.
11. The Wells Road A39 through **Corston Village** from Corston Brook to the Ashton Hill junction is to have a **20-mph speed limit**. The current speed limit is 30-mph. This reduction is to reflect the residential nature of the road. There will also be a 20-mph limit on a section of Ashton Hill.
The current national speed limit from the two-headed man junction to Corston is to have a 50-mph limit.
12. Note that any member of the **public can address a meeting** of the BANES cabinet or Full Council for 3 minutes. Contact Democratic Services and BANES officer Jo Morrison in advance.
13. 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://impact-tool.org.uk)

14. Demographic Census (2021) data for Saltford WARD, and Compton Dando Parish:

[Saltford \(Ward, United Kingdom\) - Population Statistics, Charts, Map and Location](#)

[Compton Dando \(Parish, United Kingdom\) - Population Statistics, Charts, Map and Location](#)

n.b The website is deemed “unsafe”. Do not download data. Just look.

- Use the search facility top left, to find the demographics for other places

15. Residents can sign up for Discovery Cards which give free entry to many local attractions and other discounts on-line at www.bathnes.gov.uk/discoverycard

16. Free School Meals- Auto enrolment. BANES council has worked with schools to increase take up of free school meals. This also benefits schools, as they receive extra funding for each pupil in receipt of free school meals. However, the process asks families to make the applications, and for whatever reason, not everyone who is entitled, does so. Introducing an auto-enrolment process would mean more children receiving their free school meals.

BANES council has already started looking at how auto-enrolment can be achieved in BANES. This is not simple to achieve, as it involves navigating through the data permissions of various systems to identify eligible children. Relevant services are reviewing the toolkit provided by ‘Fix Our Food’ and also plan to include an opt-out for families who prefer not to be involved. A Council motion on this issue was adopted unanimously on 21st November by councillors from all political groups on BANES Council.

You may also be interested in the council’s announcement of allocations from the Household Support Fund for 2024-25. The free school meal holiday vouchers scheme will continue, and this is a great help to families. The vouchers will benefit 4,100 children in BANES this winter and this scheme sits alongside allocations to help other residents struggling with the cost of

living: <https://newsroom.bathnes.gov.uk/news/council-announces-ps967k-household-support-fund>

17. BANES is undergoing a major staff restructuring, streamlining, and the updating of role descriptions in the “Being our BEST**” Programme:** “Great Jobs • Linking role profiles to define career maps • Enabling long term equity • Smarter structures • Culture of excellence.”

18. “Throughout this year the draft *City of Bath and Great Spa Towns of Europe World Heritage Site Management Plan (2024-2030)* has been under review by the World Heritage Site Advisory Board and its Management Plan Steering Group, to replace the previous Plan (2016-2022). An 8-week public consultation commenced on Monday 25 November 2024 and runs until Friday 17 January 2025, and your response to this consultation would be very much welcomed. The link to the consultation page on the Council’s website is as follows:

<https://www.bathnes.gov.uk/bath-world-heritage-site-management-plan-consultation>

We are primarily looking for responses via the Council’s consultation webpage using the link above, where the Plan is available with some questions for guidance and assistance. Hard copies will also be made available at the Bath One Stop Shop, Central Library, and community libraries, and the Midsomer Norton and Keynsham libraries. I would be grateful if you could assist in publicising the consultation where possible.

After the end of the public consultation all of the responses received will be recorded in a report and then reviewed by the Steering Group, and the Plan amended as required. The Plan will then be reported to

the Advisory Board and then the Council for final endorsement, before being submitted (via DCMS on behalf of the UK Government) to UNESCO.” - Adrian Neilson, Principal Officer – World Heritage Planning & Conservation, Bath & North East Somerset Council

19. A reminder that BANES does not use glyphosate **weedkillers** for removing kerbside and pavement vegetation. There are pilot tests taking place on alternatives such as the use of steam but no decision is possible yet on any adoption. If residents complain, suggest they use a hoe where they reside if it safe to do so.
20. If you able to help cut down any old fly-posts, clear any gutter weeds with a hoe, **cut back any brambles which overhang pavements**, clear fallen leaves (if safe to do so) where you live that would be appreciated.
21. An “emergency” to report to BANES is anything that involves public safety where there is a present danger e.g. significant broken glass, missing manhole cover, fallen tree on highway or pavement..... Phone **BANES on 01225 39 40 41** (listen to the options – **emergency is option 9**) or tel: **01225 477 477**. It is important every parish councillor makes a note of these numbers.
22. Please use **FixMyStreet** <https://fix.bathnes.gov.uk> or council_connect@bathnes.gov.uk (note the underscore) to report problems such as **potholes**, full litter bins, graffiti, blocked drains, to BANES. Note there is a FixMyStreet app available.

It was reported at the meeting that the by-election will take place of the 16th January 2025 if the election is contested.

It was reported at the meeting that WECA (West of England Combined Authority), do not consult with BANES over the A4 Transport Plan.

It was AGREED that the Clerk should write to WECA strongly objecting to the use of one of the lanes of the A4 for buses only. The effect of this would be to cause severe congestion resulting in extra traffic through the Parish lanes ACTION CLERK).

6. Finance

6.1 Finance Report for Compton Dando Parish Council

Bank Reconciliation for

The attached Bank Reconciliation was received and noted.

6.2 Schedule of Expenditure for

The attached Schedule of Accounts was approved.

The Clerk reported that the grass cutting contractor is no longer able to cut the grass in Burnett village. It was DECIDED that the contractor should continue cutting the grass in Compton Dando and Queen Charlton. The Clerk reported that there would be a reduction in the annual charge.

6.3 Parish Hall Payments for

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 Turner	Lottery License	£20.00
H Dottridge	Lottery prizes	£100.00

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6.4 To decide if a S137 Grant award can be carried forward into the 2025-2026 financial year

St. Michael's Church, Burnett has had problems with the planning application for the new pathway, so will probably not be able to submit an invoice before the end of the financial year.

It was DECIDED that another application should be made next year, as it was not thought appropriate to hold over allocation of the grant beyond the end of the financial year.

6.5 To receive an update on the Lloyds internet banking application

The internet bank account is now open. The Clerk has received the PIN to use with the card and card reader to access the account.

It was reported that the signatories other than the Clerk, had yet to receive their card readers and cards.

It was requested that information on how to authorise payments raised by the Clerk would be useful.

The Clerk will pass on any information received about the dual authorisation process to the signatories (ACTION CLERK).

6.6 To complete the application for a Lloyds Bank debit card

One card is being applied for with 2 authorised users: the Clerk and the Chair.

The application form was DULY SIGNED by the Chair and Clerk.

Ward Councillor Hounsell left the meeting at 9 pm.

6.7 To decide what should be done with the Clerk's old laptop

It was suggested that there is a local charity that recycles the parts and it was AGREED that this was the best solution. The Clerk will wipe the hard drive of the laptop and take to a recycling charity (ACTION CLERK).

6.8 To receive notice that the Clerk has requested Volker to replace the street light on the edge of Vicarage Lane with a TRT Aspect Mini 4 LED the cost of which will be £443.45

Only items above £500 need the full council consent so the Clerk went ahead with requesting the light bulb be replaced because of the urgency of the matter.

The cost also includes the removal of the broken lantern.

Received and noted.

The Clerk reported that there is no date yet, for when the bulb will be replaced.

6.9 To request that the Clerk can purchase a new mobile phone

The purchase would be in the region of £90 for a pay-as-you-go. This would be actioned once the new debit card was received from Lloyds Bank.

It was AGREED that the Clerk will purchase a new mobile phone.

The Clerk stated that it was her intention to purchase the mobile phone once the new debit card had been received from Lloyds Bank.

7. Clerk's Report

7.1 It has been confirmed that the speed Vehicle Activated Sign (VAS) on B3116 at Burnett will be replaced.

7.2 A list of priority road repairs have been sent to Highways. When a similar list was sent last year, the inspector requested that photos of the defects are extremely important and photos of surrounding areas as this helps the inspector locate the issues straight away, and these should be sent to BANES via FixMyStreet.

The inspector also said that some of the requests last year do not meet intervention levels.

7.3 David Boardman has been emailed concerning the B3116 raw data figures; repair of the VAS and the painting of white lines on the edge of the B3116 through Burnett.

7.4 A photographer to take the 130 years of the Parish Council commemoration photograph has been arranged.

Received and noted.

The photograph was taken before the meeting started by a Parishioner.

8. Matters for discussion/decision

8.1 To review the financial regulations

Amending item 9.4 under Payment Cards, to read 'excluding' VAT was AGREED.

Personal credit or debit cards of members or staff shall not be used except for expenses of up to £100 per month **including** VAT, incurred in accordance with council policy.

The Finance Policy will be added to the January agenda for signing.

8.2 To decide on comments for the Government Consultation on Enabling remote attendance and proxy voting at local authority meetings

<https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings>

Response to this consultation was made individually.

8.3 To consider the draft 2025 to 2026 budget before a final decision in January 2025

The decision on the final budget is carried forward to January 2025.

8.4 To notify Parishioners that applications for S137 Grant funding should be notified to the Clerk by the 31 January 2025

Forms are available on the website:

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

Received and noted.

8.5 To receive an update on defibrillators (details circulated before the meeting)

The unpowered defibrillator sold by Community Heartbeat was the preferred choice.

A decision will be taken in January as Councillor Bartlett, who represents Queen Charlton, was absent from the meeting.

8.6 To decide on a course of action for the fallen trees across the Park Copse PROW which have not been removed

It was DECIDED to contact Lauren Baxter, the new Public Rights of Way (PROW) Inspector, concerning this matter. She will also be asked for the correspondence sent to the Clerk from Tim Haynes, that was not received.

Ward Councillor DH will be copied in, just in case there is a problem with the Clerk receiving emails again (ACTION CLERK).

9. Planning applications received

9.1 24/04164/FUL Bell Farm, Hunstrete Lane, Woollard, BS39 4HU

Proposal: Change of use from Agricultural to mixed Agricultural and Commercial. Stationing of Shepherd's Hut associated with Alpaca visits and erection of Toilet Hut

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

There is no adverse effect on the Green Belt and it was thought to be a visual improvement (Policy GB1).

There will be a net gain to the biodiversity (Policy D6).

There will not be an issue with parking as visitors for the alpaca tours are pre-booked and car share. There will be no casual visitors (Policy ST7)

The shepherd's hut materials are in keeping with the location.

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 the gully at the top of the Compton Inn carpark was blocked and has led to the formation of a 'pond.' It was also reported that when the culvert in front of the Parish Hall gets full, this has the effect of causing the build-up of water at the top of the car park, in the village around the Inn and Hall, making it more difficult to rectify the situation.

16.2.2 It was reported that Parishioners had asked about the reduced speed limit to 30 mph, requested for the short distance on Cockers Hill.

It was reported that last year the Parish Council had been told that this was not a high priority.

The Clerk will check on the exact response and report in the Clerk's report for the January meeting (ACTION CLERK).

16.2.3 It was reported that a Parishioner had emailed two Councillors regarding the electric fence that frequently blocks the route BA8/68 from the top left-hand side of Bluebell Wood looking across to Park Cottage on Smallbrook Lane.

The Clerk reported that she had not received the email and as the request had missed the December agenda, it would be added to the January agenda for discussion.

16.2.4 It was reported that the drains on B3116 had coped with the recent heavy rain, but unfortunately, the cars travelling along the road washed water over the garden wall of Whitson Lodge and into the house.

16.2.5 It was reported that the Parish Hall had been flooded over the weekend of 24/25 November and that an insurance claim for the resulting damage had been started.

16.2.6 A Parishioner had requested that FixMyStreet should be thanked for the prompt response to a large pot-hole outside the Parish Hall and the grid outside the Parish Hall.

It was AGREED that thanks should be sent to FixMyStreet (ACTION CLERK).

16.3 Report from Keynsham Area Forum AGM on the 28th November

It was reported that the Chair and Vice-Chair were re-elected and that the police were not able to attend.

The minutes will be circulated on receipt by the Clerk (ACTION CLERK).

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

17.1 The Clerk's appraisal.

18. Item for the exclusion of the Press and Public

Date of next meeting is the 7th January 2025 at 8.00pm

The meeting closed at 9:36 pm

If the Parish Council Minutes are not available on the notice board – you may request a copy by contacting the Parish Clerk.

Any non-confidential documents can be requested from the Clerk:

Tel: 07746930582

comptondando-parishcouncil@outlook.com

Minutes prepared by: Susan Smith (Clerk)

Agreed as a correct record on.....

Signed (Chairman).....

Bank Reconciliation

Statement Date 24/10/2024

Statement Entries

Bank Date	Cashbook Date	Details	Description	Paid Out	Paid In	Balance
02/10/2024			Opening Balance			23102.69
02/10/2024	01/10/2024	001726	Clerk's salary and expenses + printer paper	444.07		22658.62
03/10/2024	03/10/2024		PH share of the insurance		696.85	23355.47
08/10/2024	08/10/2024		YU Energy for September	48.31		23307.16
24/10/2024	24/10/2024		HMRC PAYE	238.00		23069.16

Reversed Entries

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
01/10/2024	08/10/2024		Precept 2nd half - Reversed by: error in data entry, should be a credit on 08/10/2024	5534.51		-5534.51

No Outstanding Entries

Reconciliation

Closing Bank Balance	23069.16
Outstanding	0.00
Closing Bank Balance + Outstanding	23069.16
Cashbook Balance	23069.16

Transactions since Statement

Transactions to 03/12/2024

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
06/11/2024		001731	Town & Parish Council website hosting	220.00		22849.16
06/11/2024		001727	Installation of LED lights in PH	514.20		22334.96
06/11/2024		001728	Clerk's salary and Expenses	545.32		21789.64
06/11/2024		001729	PH hire May to Oct 2024	120.00		21669.64
06/11/2024		001730	Wreath for Remembrance Sunday	21.24		21648.40
06/11/2024			Moving half of PH share of the insurance to PH Costs as it will be reimbursed		0.00	21648.40
03/12/2024		001732	SLCC annual membership	150.00		21498.40

Cashbook Date	Date Reversed	Details	Description	Paid Out	Paid In	Balance
03/12/2024		001734	Clerk's salary + expenses + new laptop	1276.09		20222.31
03/12/2024		001735	Grass Cutting for the year	978.00		19244.31

Performance against Budget

For year beginning 01/04/2024

Name	Description	2024-25 Budget	Actual at 03/12/2024	Difference	Variance
AUDIT	Audit Fees	323.20	160.00	-163.20	-50.50%
DONATIONS	Donation	25.25	21.24	-4.01	-15.88%
EXPENSES NOT USED ANYMORE	Clerk's Home Expenses	144.43	0.00	-144.43	-100.00%
GRANTS GIVEN	Grants Given	1010.00	0.00	-1010.00	-100.00%
GRASS CUTTING	Grass Cutting	993.84	978.00	-15.84	-1.59%
HALL HIRE	Hall Hire	216.14	190.00	-26.14	-12.09%
HOME EXPENSES	Allowance for working from home	143.00	107.28	-35.72	-24.98%
ICO	ICO	35.35	35.00	-0.35	-0.99%
KIOSKS	Telephone Kiosks	50.50	0.00	-50.50	-100.00%
MAINTENANCE	Maintenance	1010.00	0.00	-1010.00	-100.00%
MOBILE	Mobile Top Up	30.30	10.00	-20.30	-67.00%
PH EXPENSES	Parish Hall Expenses	160.00	160.00	0.00	0.00%
PH INSURANCE	Parish Hall Insurance	707.00	796.84	89.84	12.71%
POSTAGE	Postage	50.50	16.20	-34.30	-67.92%
SIGNS	Signs Notice boards	202.00	0.00	-202.00	-100.00%
SL ELEC	Street Light Electricity	808.00	248.79	-561.21	-69.48%
SL MAINT	Street Light Maintenance	3030.00	0.00	-3030.00	-100.00%
SOLICITOR	Solicitor Fees	0.00	0.00		
STAFF COSTS	Staff Salary + PAYE	6629.01	4931.98	-1697.03	-25.60%
STREET FURNITURE	Street Furniture	252.50	0.00	-252.50	-100.00%
SUBS	Memberships and Subs	787.80	477.38	-310.42	-39.40%
SUPPLIES	Office Supplies	80.80	609.97	529.17	654.91%
TRAINING	Training	353.50	0.00	-353.50	-100.00%
WEBSITE	Website	235.33	220.00	-15.33	-6.51%
TOTAL		17278.45	8960.68	-8317.77	-48.14%

Parish Hall Report

December 2024

For the second month running, this report concentrates on flooding, this month as caused by Storm Bert and, on this occasion, as we stood by helpless to intervene,

Specifically, whilst all had been calm first thing in the morning, with both trash gratings completely free of debris, by midday the water levels were out of any control, despite valiant efforts to redirect the flow, it rose to such a height at the rear of the hall, that it forced itself through the floor of the 1990s extension and entered the building in the joints between the walls and the linoleum floor covering.

The difficult fact is that whilst the stream feeding the pond at the top of the pub car park was overflowing down the orchard to the back of the Hall, most of the water was coming from the main stream around the footbridge and cattle grid and round to the back of the building by that route. A problem that would be difficult to mitigate against.

The consensus of those who have lived in the village for more than 30 years was that Storm Bert was the worst flooding we have ever experienced. That being the case, the damage is not too bad: with the fantastic help of literally dozens of helpers, we had the building mopped out by the end of Monday and by leaving the heating on and dehumidifiers working, we were operational again by Tuesday. So, thanks to all who helped and, given the flood was forceful enough to tear the large trash grating, outside the

front door of the Hall, off its mountings, I think everyone did a fantastic job. Oh, and I can confirm that the flood guard panels work; with the flood water a quarter of the way up the guard outside the emergency exit, not a drop got into the Hall!

Also, for the second month in a row, I am delighted to thank the huge number of villagers who came and supported us and I can assure you all that we shall continue to monitor weather forecasts, the Environment Agency's flood alerts as well as the level of the River Chew for its value as a ground water indicator.

John Dottridge
December 2024