



Dodington Parish Council

MINUTES of the **Ordinary Meeting** of Dodington Parish Council held at the Parish Hall, Finch Road, Chipping Sodbury, on Wednesday **6th April 2016** convening at 7.00pm

PRESENT: Cllrs Keely Barrett-Waines, Paul Hulbert, Christine Howard (Chairman for the meeting) Phillip Jones, David Fitt, David Lane, Cliff Phelps, Adrian Rush, Linda Boon, Mandy Sainsbury, John Davis and Barry Adams

Also present were South Glos Councillor – Rob Creer & Clerk to the Council – Hannah Saunders

39/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Gloria Stephen, Annette Parsons and Chris Zapata.

Apologies were also received from Cllrs Claire Young, Tony Davis (South Gloucestershire Council).

40/16 DECLARATIONS OF INTERESTS UNDER THE LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS

- Cllr Linda Boon declared an interest regarding S Glos Planning.
- There were no requests for dispensations.

41/16 PARISHIONERS QUESTIONS

- There were no parishioner's questions.

42/16 PLANNING APPLICATIONS

- A list of all planning applications and the Council's decisions forms Appendix 1 to the minutes.

43/16 MINUTES AND MATTERS ARISING FROM THE ORDINARY MEETING OF THE COUNCIL ON 24th FEBRUARY 2016

It was **RESOLVED** that the Minutes, as printed and circulated, be confirmed as a true record.

Cllr Christine Howard signed the minutes.

Matters Arising:-

- Cllr Christine Howard wanted to thank all those that helped ensure the APM went so well – in particular Krystyna and Hannah, who despite feeling poorly made sure all was in order and Keely and Chris – who encouraged more people than ever to attend with their advertising of the meeting. Andy Lowrey was well received and the extra information that Paul displayed was great. Excellent night.....well done all.
- Clerk confirmed that had just received correspondence from Mr Jarrett regarding Wapley Boundary Dispute – so this would be included on Planning Agenda next week.
- Cllr Paul Hulbert reported briefly on the EGM held on 23rd March at the TIC. Yate have been asked to leave the Three Parishes Tourism Group – as they are no longer contributing either financially or by way of Clerking support. Aim is that a Two Parish Group will be set up and new constitution being worked on and circulated and hopefully getting passed at the AGM in June.
- Cllr Linda Boon confirmed that Rob Creer had held a meeting regarding the closure of Chipping Sodbury Library – and 25 people had attended and a further meeting is arranged in approx. 6 weeks time. They will let us know when the meeting is.

44/16 MINUTES FROM COMMITTEE MEETINGS

It was **RESOLVED** that the Minutes, as printed and circulated, be confirmed as read for the following Committee Meetings:

1. Community, Leisure and Environment Committee Meeting of the Council held on 2nd March 2016.
2. Planning Committee Meeting of the Council held on 9th March 2016.
3. Finance and General Purposes Committee Meetings of the Council held on 16th March 2016.

45/16 TO NOTE APM AND ANY MATTERS ARISING

- As mentioned – excellent meeting – there weren't many comments forthcoming regarding Green Spaces – but it was possibly not the right forum for that – one presentation was enough.
- There were a couple of other items that residents mentioned – in particular issues at Wapley Rank – which is on the agenda for planning next week.

46/16 TO APPROVE PURCHASE & INSTALLATION OF FLAT SCREEN TV IN COUNCIL CHAMBER

- It was proposed by Cllr Adrian Rush and seconded by Cllr David Fitt and **APPROVED** to purchase a 50" (min) flat screen TV and wall bracket up to £500 spend. Not a shop own brand – but a well-known brand.
- All the boards to be taken down and a decision to be taken as to where to re-install them at a later date.

- Unlikely Cllr Chris Zapata will be able to help with this – so Krys / Hannah to find help from someone else.
- Cllr Adrian Rush was thanked for bringing his flat screen TV in for demonstration prior to Easter.

47/16 TO APPROVE GRANT THORNTON GOVERNANCE STATEMENT

- It was proposed by Cllr David Fitt and seconded by Cllr Mandy Sainsbury and APPROVED that the Governance Statement be signed by Chairman and Clerk.
- Clerk confirmed that the end of year is being carried out by RBS on 13th April and that Internal Audit being done the following week.
- Dates for 'exercise of public rights' for inspecting accounts have been decided upon – and Clerk will inform Grant Thornton accordingly.
- Dates are from 13th June 2016 – 22nd July 2016.

48/16 TO RECEIVE UPDATE ON FUTURE OF NIGHT BUS SERVICE

- Cllr Paul Hulbert updated members that the only tender that had been received was from First.
- It was for a reduced service – 2 buses not 3.
- Costs were in line with what Dodington PC had budgeted.
- All Parishes agreed to stay in the consortium – so to save the service in it's reduced format – it has been agreed to go with the new offer from First Bus.

Meeting went into closed session while the next item was discussed

49/16 TO NOTE STAFFING ISSUES

- Minutes recorded confidentially regarding Staffing Matters.

Meeting resumed as normal

50/16 TO NOTE INFORMATION RECEIVED FROM AVON PENSION FUND RE DEFICIT RECOVERY

- Clerk confirmed that Avon Pension had sent through the information regarding the future payments for Deficit Recovery – they are to go up by £9 / month – therefore £116 in the year.

51/16 WEBSITE PROVISION – TO AGREE WAY FORWARD

- Members had read the report circulated in Appendix 1 with the agenda pack – regarding the 3 companies that had presented to Dodington Parish Council – and quoted for the business.
- Cllr Paul Hulbert and Clerk expanded on report slightly and answered any questions that members had.
- It was agreed that Clerk and Deputy Clerk needed to be happy that they could use / update website quickly and easily and work with provider effectively.
- As such the preferred company is Media Tube and it was proposed by Cllr Paul Hulbert and seconded by Cllr Mandy Sainsbury and APPROVED to appoint Media Tube as new providers and start the transition.

- Clerk to write to the other companies thanking them for taking time to quote.

52/16 TO DISCUSS USE OF NOTICE BOARDS

- It was agreed to ask Chris Belcher to rotate the board at Kelston – so that notices could be more easily read from the pavement.
- Members discussed which agenda's should be displayed.
- Clerk confirmed that it took approx. 50 minutes to drive around and update the notice boards. Currently this prior to Full Council Meetings / Annual Meetings, etc.
- Members didn't want Clerk / Deputy Clerk spending this sort of time every week – but did feel that needed to give more information about the committee meetings than dates at bottom of full council agenda.
- It was agreed that when Full Council Agendas are posted – there be a separate notice regarding the committee meetings – with details of how to get agenda (either via website – or phoning the office) and also inviting residents to let Clerk know if there was anything they wanted to be included on agenda.

53/16 TO NOTE PLANS RECEIVED RE FENCING FROM RAYSFIELD SCHOOL

- Members had received the updated plans regarding the fencing at Raysfield School.
- They felt it was a much better suggestion – would keep the children safe and would enable other visitors to school and users of the hall access.
- Clerk to report back to school accordingly.

54/16 TO NOTE REPORT ON EAR MARKED FUNDS FROM EACH COMMITTEE

- Members had seen the report included with the agenda pack.
- Clerk updated them stating that there was £22,000 u/s in F&GP committee, £14,000 u/s in CL&E and £3,000 u/s in Planning.
- It was proposed by Cllr David Lane and seconded by Cllr Paul Hulbert and APPROVED that these amounts be placed into ear marked funds when end of year is carried out.
- With regards what each committee will utilise ear marked reserves for Clerk pointed out that CL&E will have to take lease of Woodchester into account – if it comes off in this coming financial year.

55/16 ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION

- The list of payments and bank reconciliation for past month were noted and approved.

56/16 ITEMS OF REPORT

1. Cllr Mandy Sainsbury warned that there has been a spate of bag / purse thefts at Waitrose. It would appear to be quite targeted – so be aware and be careful.
2. Cllr Paul Hulbert mentioned that he won't be putting his name forward for Chairman next year – and he doesn't want to re stand as Vice Chairman either.

He will be proposing Cllr David Lane as Chairman. He feels that he needs to ease back on some of the committees that he is involved with. Chairman thanked Paul for all he has and continues to do for not just the Parish Council – but all the other committees he serves.

3. Cllr David Fitt mentioned that he had investigated the complaint regarding inconsiderate parking at Rodborough – and feels it needs to go on a future agenda – for further discussion.
4. Cllr David Fitt also reported that a resident from Woodchester had brought up the subject of a large conifer outside their property that they felt needed some work doing to it. (They live at no.46).
5. Finally Cllr David Fitt requested that an item go onto a future agenda regarding issues at Wapley bank with hedges, ditches and house extensions.
6. S Glos Councillor Rob Creer reported further on how well the library meeting went at Chipping Sodbury, he will keep us posted as to future meetings. He is happy to attend Full Council Meetings and if members have any questions for him – he is happy to take them away – and make the reporting more of a two way thing. There isn't much to report from recent South Glos meetings – the Devolution Debate is still ongoing. Finally Rob congratulated DPC on an excellent APM.
7. Cllr David Lane has received complaint from a parent who parks down Finch Road when dropping child at Raysfield. They are always careful not to block anyone – but on a couple of occasions they have received abuse from a resident for parking where they have (despite not blocking anyone in) and they have received damage to car (although there is no evidence to say who has damaged car). Keep an eye on situation.
8. Cllr Keely Barrett-Waines has been asked by a resident to find out what is going on by Westerleigh Bridge (the roadworks). Cllr Hulbert explained it is part of the Yate Link Cycle Path and if more information is needed best to speak to S Glos Streetcare.
9. Clerk reported that Shire Way Club are going to be lighting the Beacon on 22nd April in honour of the Queens 90th Birthday. They have asked for support from members in getting wood – and clerk will confirm timing of lighthouse....
10. Clerk has sent information out regarding a Dementia Awareness course to be held on 20th May at Coalpit Heath.
11. Clerk has received letter from lady at Lilliput Court – thanking Members for looking into her request for squaring off her garden – she totally understands and respects their reasons for not wanting to grant it.
12. Finally – an item for future agenda – Clerk has received a phone call from resident that is wanting to look into the possibility of naming their football team – Lilliput FC as they train and are going to be training there.

57/16 NEXT MEETING

The next **Ordinary Meeting** of the Council would be held at **7.30pm** on **Wednesday 11th May 2016** in the Council Chamber of the Parish Hall.

As there was no further business the meeting was closed – at 8:06pm.

SignedChairman

Date 11th May 2016