



# Dodington Parish Council

**MINUTES** of the **Ordinary Meeting** of Dodington Parish Council held at the Parish Hall, Finch Road, Chipping Sodbury, on Wednesday **11<sup>th</sup> May 2016** convening at 7.35pm

**PRESENT:** Cllrs Barry Adams, Linda Boon, John Davis, Paul Hulbert, Christine Howard, David Lane (Chairman for the Meeting), Annette Parsons, Adrian Rush, Mandy Sainsbury

Also present were South Glos Councillor – Claire Young & Clerk to the Council – Hannah Saunders

## **65/16 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Gloria Stephen, Keely Barrett-Waines, Cliff Phelps, Phillip Jones and Chris Zapata.

Apologies were also received from Cllrs Rob Creer and Tony Davis (South Gloucestershire Council).

## **66/16 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.

## **67/16 PARISHIONERS QUESTIONS**

- There were no parishioner's questions.

## **68/16 PLANNING APPLICATIONS**

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

## **69/16 MINUTES AND MATTERS ARISING FROM THE ORDINARY MEETING OF THE COUNCIL ON 6<sup>th</sup> APRIL 2016**

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

Cllr David Lane signed the minutes.

Matters Arising:-

- It was confirmed that a couple of meetings have been held with Media Tube regarding the website – and that progress is being made.
- It was confirmed that the Notice Board at Kelston has been turned around 180degrees and the new notices are being displayed advertising meetings.
- Raysfield School have responded to letter about the fencing stating that the subject will be on the agenda of their next Health and Safety meeting in June – and they will update us further after that.

## **70/16 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 6<sup>th</sup> April 2016.
2. Planning Committee Meeting of the Council held on 13<sup>th</sup> April 2016.
3. Finance and General Purposes Committee Meetings of the Council held on 20<sup>th</sup> April 2016.

## **71/16 TO NOTE INTERNAL AUDIT**

- Clerk reported to members that Mrs Pat Trull had carried out the Internal Audit on 18<sup>th</sup> April.
- Clerk took them through the report – and explained that in Mrs Trull opinion the way that council had addressed the other matters reported by Grant Thornton last year had been thorough and was adequate.
- Cllr Paul Hulbert asked that members thanks be minuted to Clerk and Deputy Clerk for all of their work and diligence in this matter.

## **72/16 TO APPROVE ANNUAL RETURN 2016**

- All members had reviewed the Annual Return – and there were no further questions – as such it was proposed Cllr Linda Boon and seconded by Cllr Paul Hulbert and **RESOLVED** that the Annual Return 2016 be approved.
- Cllr David Lane (as Chairman) and Hannah Saunders (Clerk) duly signed.

## **73/16 TO REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS**

- Clerk took members through amendments that were recommended to be made to the Financial Regulations – and explained that these didn't impact on the Standing Orders.
- There were 3 changes – 2 minor and one more significant. This is when looking at procurement of goods or services, and is due to the specific requirements of The Public Contracts Regulations 2015 – whereby if looking to procure something with a net value of £25,000 or more the information needs to be placed on the Contract Finder website.

- After answering questions it was proposed by Cllr Paul Hulbert and seconded by Cllr Christine Howard and RESOLVED that the Standing Orders – as review be adopted.
- It was then proposed by Cllr Paul Hulbert and seconded by Cllr Linda Boon and RESOLVED that the Financial Regulations as amended / and reviewed be adopted.
- It was agreed that these be signed next meeting with the minutes and put on file.

#### **74/16 TO APPROVE EAR MARKED RESERVES**

- This item had been discussed at length at the last F&GP meeting – and members were all in receipt of a copy of what had been tabled at that meeting on 20<sup>th</sup> April 2016.
- It was proposed by Cllr Christine Howard and seconded by Cllr Paul Hulbert and RESOLVED that they be approved.
- It was suggested that a column be added to the table – detailing which committee each EM Reserve comes under – and members stated that they would like to see updates of the reserves that have been used with the monthly budget updates.

#### **75/16 TO RECEIVE BANK RECONCILIATION AND LIST OF ACCOUNTS FOR PAYMENT**

- Clerk explained that there appeared to be a glitch / bug in the RBS software system – but that the reconciliation does add up despite £35 appearing in reserve account that should have £0. RBS have been notified that there is a problem and are looking into it.
- The list of accounts to be paid were received.

*Meeting went into closed session while next item discussed.*

#### **76/16 TO DISCUSS / APPROVE RECOMMENDATION FROM PLANNING COMMITTEE REGARDING WAPLEY BOUNDARY DISPUTE.**

- This item is minuted in Confidential File.

*Meeting continued as normal*

#### **77/16 TO AGREE WHAT TO DO REGARDING PARKING ISSUE AT BOTTOM MALLARD CLOSE**

- Following issue of letters to residents – approx. 12 weeks ago – it was established that the car that was creating problem wasn't taxed.
- As such Streetcare put a notice on car – as they had spoken with the landowners (Heron) who said they hadn't given permission for car to be left there and were happy with a notice being put on it.
- The notice worked as car now removed.

- Residents that took the time to respond to letter – were in agreement with something being done – to stop footpath getting blocked.
- There had been no negative feedback to suggestions of bollards or hatched lines.
- As such it was agreed to set a budget of £500 and see what solutions Clerk / Deputy Clerk could come up with that would work. If there were any queries – these to be brought to the next planning meeting at end of month.

**78/16 TO APPROVE CLLR GLORIA STEPHEN 'LEAVE OF ABSENCE' AS PER SO 81**

- It was proposed by Cllr Paul Hulbert and seconded by Cllr Annette Parsons and RESOLVED to approve Leave of Absence.

**79/16 TO AGREE WHO IS TO SIT ON WORKING GROUP TO LOOK INTO REPLACEMENT GROUNDSMAN**

- It was agreed that Cllr Chris Zapata should be part of working group, alongside Cllr Barry Adams and Annette Parsons.

**80/16 TO APPROVE INFORMATION BEING SENT TO CHAIRMAN OF T&PCF REGARDING GRANTS TO VOLUNTRARY BODIES**

- Clerk explained what this was about and that they were looking for a % figure that was granted compared to precept as a whole.
- All members were happy with this information being shared – but would be keen to see the findings of the report.
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**81/16 ITEMS OF REPORT**

1. Cllr Linda Boon reported that the stream at Lilliput was very full and that it had overflowed (or looked to be overflowing) in parts – there was some concern that the culverts were blocked. Clerk to speak with Chris Belcher – and if the culverts blocked inform S Glos Streetcare.
2. Cllr Annette Parsons reported that the car that had been clamped as turn into Heron Way hadn't been taxed – hence being clamped.
3. Cllr Christine Howard reported that in her small parish of Dryham and Hinton – they have received £12k from the wind turbine.
4. S Glos Councillor Claire Young reported that she had been at the appeal hearing for Top Yard (Westerleigh Parish) – she will report back once the decision has been made.
5. Cllr Mandy Sainsbury stated how scary it must have been for all of those people that lived near Tesco Metro on Station Road when the cash point was blown up – and that was the reason behind Waitrose moving their machine inside the store.
6. Cllr Paul Hulbert reported issues of motorbikes on Kelston playing fields, and stated that may have to look at entrances into park to try and stop this happening in the future. Cllr Hulbert also reported on a comment made to him by a local resident regarding the appearance of Spanish (not native) bluebells

on Besom Lane. The resident asked if anything was being done about this. Cllr Paul Hulbert didn't think anything was but had said to resident if she wanted to help out and be involved – she was more than welcome.

7. Cllr Paul Hulbert believes it is Network Rail that have opened up the motorcycle inhibitor by Sargeants Bridge – in order to get vehicles through for some work that was being carried out on the lines.
8. Cllr John Davis reported that with heavy rain subway between Mallard Close and Kingfisher was flooded. Clerk will get onto streetcare as sounds as if drains are blocked. He also reported that he would like to investigate and have put on an agenda matter of receiving agenda's, etc. electronically (Clerk to put on F&GP agenda for further discussion).
9. Clerk gave members a brief update on the enforcement complaint and what officers were doing regarding it at Wapley Rank.
10. Clerk also informed members that by the sound of things Tern Inn Car Park has been sold to Cabot Trustee's Ltd.
11. First official invitation for the new Chairman was handed out (Chipping Sodbury Festival – Songs of Praise). It was agreed Cllr David Lane would attend one and Cllr Christine Howard would attend other.
12. Cllr David Lane reported on the Shop Mobility 10<sup>th</sup> Anniversary that he attended – sadly not many people there...he also reported that where Network Rail had been working by Shire Way – they had left quite a lot of rubbish – so he had had words with them.

## **82/16 NEXT MEETING**

The next **Ordinary Meeting** of the Council would be held at **7.30pm** on **Wednesday 8<sup>th</sup> June 2016** in the Council Chamber of the Parish Hall.

As there was no further business the meeting was closed – at 9:05pm.

Signed .....Chairman

Date 8<sup>th</sup> June 2016