



Dodington Parish Council

MINUTES of the **Ordinary Meeting** of Dodington Parish Council held at the Parish Hall, Finch Road, Chipping Sodbury, on Wednesday **24th February 2016** convening at 7.30pm

PRESENT: Cllrs Keely Barrett-Waines, Paul Hulbert, Christine Howard (Chairman for the meeting) Phillip Jones, David Fitt, Annette Parsons, Cliff Phelps, Adrian Rush, Mandy Sainsbury, Gloria Stephen, John Davis and Chris Zapata

Also present were Cllrs Rob Creer and Claire Young (South Gloucestershire Council) and Clerk to the Council – Hannah Saunders

Prior to the meeting the Chairman welcomed everyone, explained the evacuation procedure and announced the good news that Cllr Paul Hulbert had been awarded a Chairs Community Award following his nomination at the previous meeting.

20/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Barry Adams, Linda Boon and David Lane.

Apologies were also received from Cllr Tony Davis (South Gloucestershire Council).

21/16 DECLARATIONS OF INTERESTS UNDER THE LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS

- Cllr Gloria Stephen – South Gloucestershire Planning.
- There were no requests for dispensations.

23/16 PARISHIONERS QUESTIONS

- There were no parishioner's questions.

24/16 PLANNING APPLICATIONS

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

25/16 MINUTES AND MATTERS ARISING FROM THE ORDINARY MEETING OF THE

COUNCIL ON 20th JANUARY 2016

It was **RESOLVED** that the Minutes, as printed and circulated, be confirmed as a true record (after a couple of minor amendments).

Cllr Christine Howard signed the minutes.

26/16 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 27th January 2016.
2. Planning Committee Meeting of the Council held on 3rd February 2016.
3. Finance and General Purposes Committee Meetings of the Council held on 10th February 2016.

27/16 TO CONFIRM ARRANGMENTS FOR ANNUAL PARISH MEETING

- There will be a minutes silence at the start of meeting – in memory of everyone that has died, but did so much for the local community. For clarity Cllr Christine Howard will mention the loss of Wendy and Kay during her Chairman's report.
- Mr Andy Lowrey from Yate Shopping Centre has agreed to come and give a presentation. Also Cllrs from Dodington Parish Council and other stakeholders / users will do a short presentation on Green Spaces in the Parish.
- It was noted that Derek Mayo was happy to do the refreshments this year, a budget of £80 for the refreshments was agreed – and as a token of appreciation a bottle (to be confirmed what) will be presented to Derek.
- It was agreed that Cllr Chris Zapata put some signs up advertising the meeting. Clerk had got the guidelines from Streetcare that would need to be adhered to. It was agreed that Chris design a poster that was eye catching and appealing.

28/16 TO NOTE AND CONFIRM DATES FOR COUNCIL AND COMMITTEE MEETINGS 2016-17

- These were confirmed and are attached in Appendix 2 to these minutes. Clerk also agreed to email out to everyone so they had electronically.

29/16 TO APPROVE INTERNAL AUDITOR FOR 2015-16

- Clerk took members through report explaining process for reviewing / sourcing an Internal Auditor and gave them details of the 3 companies / individuals that had been approached.
- After due consideration it was **RESOLVED** to appoint Mrs Pat Trull, Clerk at Wickwar Parish Council – to carry out internal audit 2015-16.
- Clerk will draw up a letter of engagement – and this will detail remuneration.
- It was agreed that Mrs Pat Trull should be paid £200 for her services.

30/16 TO NOTE UPDATE AND REVIEW OF RISK ASSESSMENTS AND APPROVE RISK

ASSESSMENT FORM

- Clerk thanked Cllrs David Fitt and Philip Jones for reviewing the forms.
- The forms were duly noted and there were no comments to add.
- It was RESOLVED that the Risk Assessment One Page form be approved and signed by Chairman.

31/16 TO NOTE MEETING WITH IAN DAVEY REGARDING SECTION 106 MONIES AND WAY FORWARD

- Cllrs Paul Hulbert, David Lane and Chris Zapata plus Clerk met with Ian Davey from South Glos Council earlier in month.
- Primarily it was to discuss the monies from development at Wapley Court, but it was established that there are monies available from other developments as well that DPC may be eligible for (namely Sea Stores site and Rodford School).
- Ian Davey took everyone through the strict criteria for Sec 106 monies and gave forms that would need to be filled completed in order to apply for monies.
- It was agreed that this item should go to the CL&E meeting agenda – and from there a working group be set up – to look at projects, cost them out and collect evidence of need.

32/16 TO RECEIVE UPDATE ON BOUNDARY DISPUTE - WAPLEY

- It was noted that Cllr Paul Hulbert and Clerk had met with Mr Waters from DJ&S on site – to clarify the boundary.
- No further information available yet – except Mr Waters said that land would be classified as Amenity Land and not Agricultural Land when looking at valuation.

33/16 TO RECEIVE UPDATE REGARDING TERN INN CARPARK

- It was noted that at the meeting above – the exact boundaries of the Car Park were established (not including the service area) and that consideration had to be given to right of way across the land for shops and flats.

34/16 TO AGREE REPRESENTATION AT TOURIST INFORMATION CENTRES EMG ON 23RD MARCH 2016

- Cllr Paul Hulbert explained who the three representatives were from DPC and the possibility that one of them (Cllr David Lane) wouldn't be able to make the EGM so someone else should be nominated to attend.
- Cllr John Davis said that he would be available if need be – so this was duly approved.
- Clerk to inform Cate Davidson at Chipping Sodbury TC who is arranging the EGM.
- Cllr Paul Hulbert will email the constitution out to all.

35/16 TO AGREE PUBLICATION OF INFORMATION DUE TO TRANSPARENCY CODE

AND AGENDA ITEM TO LOOK AT WEBSITE

- Members had received policy regarding publication of information, this was discussed and Clerk answered queries regarding publication of tender info that were raised.
- After due consideration it was RESOLVED to adopt the policy – so that it could be put on website – and then everyone would know what would be published when.
- The policy was duly signed by Chairman.
- Clerk explained that budget for website was looked after by F&GP committee so it would need to go on a future agenda for consideration (possibly not March due to end of year – but April).
- Cllr Paul Hulbert suggested that prior to April – some information be gathered regarding different companies and what they can offer in terms of website design / support, etc.
- This was duly agreed and Cllr John Davis agreed to help with process.

36/16 ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION

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

37/16 ITEMS OF REPORT

1. Cllr Paul Hulbert briefly explained the results of the Rodford Way Safety Measures consultation – and what would be happening going forward (The Abbotswood U-Turn prohibition and splitter island would proceed to implementation later this year. The Advisory 20mph speed limit for Abbotswood and Culverhill Schools would proceed to implementation later this year. The Cycle safety measures will proceed to implementation but the Shire Way and Sundridge Park junction markings are going to be reviewed and rethought following issues that were raised during the consultation phase).
2. Cllr Paul Hulbert also mentioned that during the last Wapley Bushes working day – a tree was planted for Wendy up there.
3. Cllr David Fitt reported that he had inspected the 2 roads where lighting was queried and he found them to be ok – but he will inspect again for drawing conclusion.
4. Cllr Annette Parsons reported that a hedge had been cut back at one of the allotments over the weekend.
5. Cllr Chris Zapata reported his disappointment that following presentation at last meeting by Sports Pound – the lady hadn't been in touch with his sister – so he presumed that none of the people suggested by DPC had been contacted.
6. Cllr Keeley Barrett-Waines queried when more information would be placed on notice boards – as some people aren't aware that there is more than one meeting a month (these are people that possibly wouldn't use / have access to internet) and also the notice board at Wapley Court – perhaps needs to be rotated – so that to view it you don't have to stand on the mud.
7. Cllr Adrian Rush reported seeing a couple of Woodpeckers having a wonderful time at Wapley Bushes where new trees were planted!
8. Cllr John Davis reported that there is a huge pothole at entrance to Mallard Close –

it has been reported to Streetcare several times by several people.....

9. Cllr Philip Jones wanted to report something that wasn't necessarily relevant to council – but individuals may be interested – this being the possibility of a 'Referendum Debate'.....if you want to find out more – look at website.
10. Clerk was now in receipt of plaque for Wendy's tree in Lilliput Park – and passed it to Cllr Paul Hulbert so that it could be installed at the next Friends day – it was suggested that it should be secured so Clerk to speak to Chris Belcher.
11. Clerk also reported an item that will be on next CL&E or Planning agenda – and this was regarding a new resident in Lilliput Court that is keen to investigate moving their fence out to square off garden. Clerk will ensure members have all details and it was agreed that it go on Planning agenda.
12. SGC Rob Creer mentioned the 3 key consultations that have just gone live – Library Provision – Office Space at Kingwood and Yate – and One Stop Shop / Customer Services. He stressed the importance of taking time to respond and not just signing a petition.
13. SGC Claire Young followed on by confirming that Lottery Grant that Yate Library had received would be safe – if they moved to a different building – the only time it would be in jeopardy and have to be paid back would be if the library were to close completely. Claire went on to report that next Thursday – 3rd March 2016 is the last Frome Vale Forum – at Chipping Sodbury Baptist Church. There will be a presentation from Network Rail regarding their ongoing electrification works. Last week at full council a resident from Codrington presented petition that had been signed by more than 60 residents regarding poor broadband provision in the village. Clerk confirmed that the gentleman had been in touch about attending a council meeting and that she had suggested following the Broadband Briefing on 14th March something would be included on the agenda. Finally Claire followed on from Rob's comment regarding Petitions – stating that if a Petition gets a certain number of signatures (or more) then a debate has to be held regarding the subject (such as for the Green Bins and Care Homes recently). So by all means sign a petition but also take time to comment.

38/16 NEXT MEETING

The next **Ordinary Meeting** of the Council would be held at **7.00pm** on **Wednesday 6th April 2016** in the Council Chamber of the Parish Hall.

As there was no further business the meeting was closed – at 9:00pm.

SignedChairman

Date 6th April 2016