



Dodington Parish Council

MINUTES of the **Ordinary Meeting** of Dodington Parish Council held at the Parish Hall, Finch Road, Chipping Sodbury, on Wednesday **12th July 2017** convening at 7.30pm

PRESENT: Cllrs Peter Abraham, John Davis, Christine Howard, Paul Hulbert, Dave Lane (Chairman for Meeting), Annette Parsons, Chris Zapata

Also present: South Gloucestershire Councillors – Rob Creer and Claire Young
Clerk to the Council – Hannah Saunders
One Member of Public

104/17 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Barry Adams, Linda Boon, Phil Jones, Adrian Rush, Mandy Sainsbury and Gloria Stephen.

Apologies were also received from Tony Davis (South Glos Councillor).

105/17 DECLARATIONS OF INTERESTS UNDER THE LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS

- Cllr Christine Howard has an interest in Item 7 on agenda as she is a trustee of SGYH. She will leave the room when that item is being discussed.
- There were no requests for dispensations.

106/17 PARISHIONERS QUESTIONS

- Mr David Fitt from Rodborough was present – as he was concerned about the state of the pathway between no.51 and 57 Rodborough. He showed photo's of how overgrown it has got – in particular with thistles and brambles and is now impassable if you have a pushchair or wheelchair.
- Clerk said she would get in touch with Marcus Gill at South Glos Streetcare and ensure that matter was rectified.

107/17 PLANNING APPLICATIONS

- Details of planning applications considered and comments can be found in Appendix 1 to these minutes.

108/17 MINUTES AND MATTERS ARISING FROM THE ORDINARY MEETING OF THE

COUNCIL ON 7th JUNE 2017

It was **RESOLVED** that the Minutes, as printed and circulated, be confirmed as a true record, Cllr Dave Lane signed the minutes.

There were no matters arising.

109/17 TO RECEIVE MINUTES FROM COMMITTEE MEETINGS

These Minutes were received and will be passed to relevant committees for accuracy, these include:-

1. Community, Leisure and Environment Committee Meeting of the Council held on 14th June 2017.
2. Planning Committee Meeting of the Council held on 21st June 2017.
3. Finance & General Purposes Committee Meeting of the Council held on 28th June 2017.

110/17 GRANT APPLICATIONS

- An application had been received from South Gloucestershire Youth Housing (SGYH) – requesting £300 towards the cost of purchasing a hybrid bike for the young people.
- Prior to leaving the room Cllr Christine Howard briefly explained why they have got bikes for the youngsters (they use them to cycle to work / college as can't necessary afford bus / buses don't run at times required) and how they are becoming invaluable – hence a couple more being purchased.
- It was proposed by Cllr Chris Zapata and seconded by Cllr Paul Hulbert and unanimously RESOLVED that £300 be granted to SGYH.
- It was also suggested pointing out to Cllr Howard – that if she were to get in touch with South Glos Council – they have a scheme whereby they loan bikes out and also can send 'Dr Bike' around to talk about Bike Maintenance.

111/17 CONSULTATION

- **Policies, Sites & Places Main Modifications** – Clerk and Cllr Paul Hulbert explained why one of the area's that they put forward to be designated as a Local Green Space – following the inspection – hasn't been designated yet.
- This is due to a mapping error – that is the fault of South Glos Council – and this has led to an objection from a neighbouring landowner (quite understandably).
- South Glos have come back with an amended map – but it still isn't correct – so Clerk feels that it would be prudent for her / Cllr Hulbert to arrange a meeting at Badminton Road offices with Andrew Lane / Danny Dixon to get it sorted once and for all.
- It was agreed that this would be the best way forward – and it was also suggested that we contact the landowner apologizing for the error and reassuring them that DPC are doing everything they can to get SGC to map it correctly.
- Clerk to action this.

112/17 TO FINALISE ARRANGEMENTS FOR PICNIC & PLAY – SAT 15TH JULY 2017

- Clerk circulated the consultation forms – all agreed that they were what was needed.
- Clerk has arranged for Chris Belcher to bring / erect Marquee on Saturday morning, and she / Chris will also bring along chairs / tables.
- Cllr Dave Lane is happy to man the BBQ and also the tea / coffee making with some of his helpers.
- Clerk / Chris / Cllr Lane will be setting up from 10:30am at Woodchester – and encouraged others to come and help.....
- The event kicks off at 12 noon – and if weather bad St Nicholas Family Centre will be the fall back.
- Clerk will also bring a 1st aid kit.

113/17 TO CONSIDER WAY FORWARD REGARDING COUNCILLOR EMAILS

- Members had seen report drawn up by Clerk regarding 3 different options for setting up of dedicated email addresses for councillors.
- This was something that was discussed a couple of months previously – as it had been suggested by insurer / ALCA that councillors have dedicated addresses and don't use home email address.
- After due consideration – it was unanimously RESOLVED that Clerk contact South Glos Council and ask them to set up accounts for councillors.

114/17 TO DISCUSS WAY FORWARD RE OFFICE PC'S AND SECURITY OF INFO

- Clerk wanted to bring this matter and her concern to members attention – following the recent cyber-attacks of the NHS systems and new data protection laws coming into play.
- She isn't sure how secure PCs are.....
- Along with deputy and Cllr Christine Howard – she will be attending a training session run free of charge by Society of Local Council Clerks on 20th July 2017 – so will report back at F&GP following that meeting.
- In the meantime – Cllrs Rob Creer and Paul Hulbert are happy to check system over.
- With regards Windows 10 – it was felt that should pay for the certificate and get all PCs running on the same system.
- Clerk will also find out if there is space on course for another councillor to attend.

115/17 TO NOTE DROP IN SESSIONS HOSTED BY NETWORK RAIL

- Cllr Paul Hulbert / Rob Creer reported on the sessions they had attended. Over the summer period – and into the autumn there is a lot of work going on in the local area with regards electrification of the line.
- Along with this there will be some bank strengthening work at Chedworth.
- Network Rail are currently setting up compounds for materials and for site staff, etc.
- They have got one that they access of Besom Lane – and then along with the existing area by Sargents Bridge they are also looking at developing site offices

and welfare facilities opposite Rodborough.

- There is some concern over the mature tree's / hedges in that area, Clerk and Cllrs Tony Davis / Claire Young have been in touch with Ian Turner and his team at South Glos. They have tried to alleviate fears by stating that they are aware of the work – and that Network Rail won't do anything until they have submitted a Tree Survey and Landscape Mitigation report.
- There is also a lot of concern over the HGVs that are using Besom Lane – although they are going in one way direction – it is felt the signage isn't sufficient for other road users.
- Cllr Hulbert has contact details at Network Rail – and they are happy to attend a future meeting – as such Clerk will invite them to the Planning Meeting on 26th July 2017.
- All to keep an eye on Network Rail are doing....

116/17 TO AGREE WAY FORWARD REGARDING QEII MEMORIAL GARDEN / GATE

- Following on from discussion at F&GP meeting on 28th June 2017 regarding this matter and the monies / gate – deputy Clerk had gone back to Mr Ian Lyons at property services – stating that members were keen to see South Glos installing a gate / path as well as the £20k for the memorial garden.
- Mr Lyons has responded – and offer to Parish Council is £20k for the garden and either a wooden gate and 3 steps (similar to what was removed when Wapley Care Home was demolished / developed) or £1k in lieu of this.
- After due consideration – members reluctantly agreed that enough time had been spent on this matter – and so as to bring matter to conclusion – the offer of £20k plus £1k in lieu be accepted and then hopefully in the autumn progress can be made with the project.
- Clerk to let Mr Lyons know.

117/17 TO RECEIVE BANK RECONCILIATION AND APPROVE LIST OF ACCOUNTS FOR PAYMENT INSTRUCTING COUNCILLORS TO SIGN

- Bank reconciliation was duly noted and it was proposed by Cllr Chris Zapata and seconded by Cllr Christine Howard and **RESOLVED** to pass accounts for payment.

118/17 ITEMS OF REPORT

1. Cllr Christine Howard informed members that she had attended the drop in session regarding work to Bromley Heath Viaduct. She had been very impressed by what she saw / heard – and appreciates that it is going to cause traffic congestion – but is necessary.
2. Cllr Rob Creer reported that Chipping Sodbury are in shock following the attack in broad day light of a pensioner on Horse Shoe Lane.
3. Cllr Rob Creer also informed members of an Owl / Hedgehog meeting event that will be taking place on 2nd August 2017 at Chipping Sodbury Baptist Church.
4. Cllr Rob Creer encouraged members to look at the consultation regarding supported bus services if they haven't already (clerk confirmed it would be on planning agenda).
5. Finally Cllr Rob Creer updated members on progress with Chipping Sodbury

Library. The Town council are funding a co-ordinator to manage the volunteers. They have had a great response to advert for volunteers and 60 application forms have been received. These will now be looked at. Aim is that volunteers take over on 1st October – during that week library will possibly be closed for training / familiarisation – but then following that it will be open 16 hours / week.

6. Cllr Annette Parsons reported on the Joint Youth Forum meeting that she had attended. Group isn't progressing very quickly – and there is some concern over the future of the Youth Forum Worker.
7. Cllr Annette Parsons also attended the Joint Cycleways meeting with Cllr Paul Hulbert. Annette reported that she is going to carry out a survey of the local cycleways for the group as there are a few that are in a poor state of repair with lines very faded and lots of potholes. She will copy Clerk in when sends report off.
8. Cllr Claire Young reported on the M4/J18a feasibility study that is currently ongoing. She informed people that some information (that South Glos didn't want in public domain) has got into public domain – hence large meeting at Pucklechurch the previous week. She confirmed that SGC have put some more updated information up on website – and that in August / September they will be holding public consultation sessions. In the meantime she is happy to help facilitate the project manager coming to talk to the parish council – she is going to be doing this with Westerleigh PC. Members felt this would be a good idea and will discuss further at Planning meeting later in month.
9. Cllr Chris Zapata is worried that the cinema in Yate doesn't appear to be very busy. As a resident after all years of fighting for it – doesn't want to lose it. Clerk and Cllr Howard said it was quiet when they went as well – and as such they will try and speak to Andy Lowry about some more advertising, etc.
10. Cllr Paul Hulbert reported on workdays coming up at Wapley – different discover Dodington events and fact that In Bloom judge will be visiting on Monday 17th July. They will hear about Green Flag award next week too.
11. Cllr Paul Hulbert also gave some more information from the Joint Cycleways meeting....some of the work to the Yate Cycle Spur is to be put on hold due to Network Rail works and the Bromley Heath Viaduct works. He is looking at putting a display board together for the Sodbury Sportive on 13th August 2017 – so would like to do some printing / laminating in office (Clerk fine with this)...finally there have been comments that the wooden chicane up by Besom Lane is difficult for cyclists to negotiate....South Glos Council may be able to help out with funding / installing of gate like the one at Sargents bridge....
12. Clerk reported on forthcoming Election – since sending email out to members previous week – she now had dates / estimated costs from Natalie Carr – date is to be 24th August 2017 – at Shireway Centre. Notices will go up on 20th July – with nominations opening on 21st July and closing at 4pm on 28th July 2017. Cut off for getting nominations in / withdrawing is same 4pm 28th July 2017. Therefore on 29th will know whether election is contested or not. As said if it is – then the date for the election will be 24th August 2017. Not ideal – but by law has to be held a certain number of days from advertising the vacancy. Natalie Carr has estimated that if election is contested (and polling cards are issued) cost of election will be in the region of £8000. Natalie did say that if members wanted to keep costs down – then they could decide not to issue polling cards (this would reduce cost by £1600 - £2600 depending if cards were posted or

delivered by hand by canvassers). Thus members need to make a decision on this matter – and as such Standing Orders were suspended (see attachment to minutes and reasoning). After discussion it was decided unanimously RESOLVED that polling cards be issued – as this was the correct and fair democratic process. Clerk will let Natalie know accordingly.

13. Cllr Dave Lane reported that he had attended a meeting of the Twinning Association – they are desperate for members to join the committee – are really low on numbers at the moment. They are going to try and advertise a bit better and are setting up a facebook page.
14. Cllr Dave Lane is also wanting to ensure that Network Rail don't put porta loo's up in Compound on Shireway in direct view of houses, that they keep gate shut and locked at all times and they take all rubbish away with them.

119/17 NEXT MEETING

The next **Ordinary Meeting** of the Council would be held at **7.30pm** on **Wednesday 16TH August 2017** in the Council Chamber of the Parish Hall.

As there was no further business the meeting was closed – at 9:30pm.

SignedChairman

Date 16th August 2017