



Dodington Parish Council

MINUTES of the **Ordinary Meeting** of Dodington Parish Council held at the Parish Hall, Finch Road, Chipping Sodbury, on Wednesday **5th April 2017** convening at 7.30pm

PRESENT: Cllrs Peter Abraham, Barry Adams (from 7:50pm), Linda Boon, Christine Howard, Philip Jones, Dave Lane (Chairman for Meeting), Annette Parsons, Cliff Phelps and Adrian Rush

Also present were South Glos Councillors – Rob Creer (from 7:45) & Claire Young
Clerk to the Council – Hannah Saunders
3 Members of Public, GM for First Bus Alan Barrett and Agent for Tern Inn Amanda Sutherland

Chairman Dave Lane welcomed everyone to meeting and explained evacuation procedures in case of fire. He explained that as there were 2 guests present – he would change order of agenda slightly to accommodate them.

35/17 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs John Davis, Paul Hulbert, Mandy Sainsbury, Gloria Stephen and Chris Zapata.

Cllr Keely Barrett-Waines wasn't present.

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

Chairman asked Clerk how Cllr Gloria Stephen was doing following operation – and Clerk confirmed that she was back home and feeling a lot better.

Chairman asked if had heard anything from Cllr Keely Barrett-Waines – Clerk confirmed that there had been no communication.

36/17 DECLARATIONS OF INTERESTS UNDER THE LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS

- Cllr Linda Boon declared an interest regarding planning as she sits on the South Gloucestershire Planning Committee. She will leave room when discussing Tern Inn.
- There were no requests for dispensations.

37/17 ISSUES WITH FIRST BUS – NO.82 YATE - SOUTHMEAD

- Mr Alan Barrett – General Manager of First Bus Bristol was present – and introduced by Chairman.
- Mr Barrett started by apologising for the poor service that his company had been delivering over recent months – in particular on the No.82 route.
- He was aware that the issues were raised in October 2016 at the Transport Forum – and following that it was decided to go back to the drawing board with the No.82 service.
- On 10th January 2017 the timetable was revised the aim being for the service to run as advertised – and then to maybe look at extending service back to Chipping Sodbury.
- In order to achieve this they were going to allocate a driver to a bus – to do the route and then when that drivers hours were up – swap out with another driver – so they could get to know the route.
- Mr Barrett has looked at all the instances and issues that he has been notified about – either via Clerk at Dodington – or Wayne Johnson.....some of them are driver related and others are mechanically related.
- As this plan hasn't worked for the No.82 Mr Barrett has taken the decision to transfer the 82 service to the team that run the 46, 47 and 49 (this route runs to plan and gives a good service and the team want to do more around Yate area).
- Therefore when the next service changes come into operation at end of April 2017 – the 82 will be part of a different team – and Mr Barrett is hopeful that passengers will see an improvement in the service.
- They are also looking at adding a later 82 service out of Southmead.
- The Chairman thanked Mr Barrett for his thorough explanation and opened up the floor for questions.....
- Cllr Adrian Rush said that plans sounded great – but how were improvements going to be measured and how would this be conveyed to Parish Council???
- Mr Barrett said he would be happy to attend another meeting at a later date at the invitation of Chairman to give an update.
- Cllr Christine Howard commented on how good the No.46 service was – so she was pleased that No.82 was coming under same umbrella.
- Cllr Linda Boon asked a question about service from Chipping Sodbury to Yate – as an elderly parishioner had said how difficult it was....Mr Barrett explained about the 47 and X47 service....how they both run hourly – one on the hour and one on the half hour....so there are 2 busses an hour from Sodbury – Yate.
- There was a query about the fair increase – as a book of 10 journeys from Yate to Sodbury appeared to be £30. Mr Barrett said there are cheaper options....and he would discuss this with parishioner outside of meeting.
- Mr Barrett ended by stating at the end of September 2017 when Metro Bus is up and running – they will be looking at the whole network – to see how they can make it perform better.
- Chairman Dave Lane thanked Mr Barrett once again and said he was very welcome to stay if he wanted to – Mr Barrett took his leave – along with one of the members of public.

38/17 UPDATE FROM AGENT REGARDING TERN INN AND AMENDED PROPOSALS

- Chairman introduced Ms Amanda Sutherland from Sutherland PLS, and said that prior to her updating council, he wanted to point out that he was upset by

the accusations made in an email earlier that week about Clerk / Councillors conduct – and felt that a written apology was due.

- Ms Sutherland acknowledged this comment and stated that one of the things she had wanted to do was set record straight and apologise – she had acted in a rash manner at the beginning of week and was sorry.
- Ms Sutherland went on to explain the situation that she and her client find themselves in with regards the ACV and the appeal.
- It has been agreed with South Gloucestershire Planning department that determination of planning application PK16/5906/O be held in abeyance until such time as the results of the appeal are known.
- In the meantime – as developers she and her client have to take ACV into consideration and decide how to incorporate a community asset into the scheme – should the pub retain its listing as an ACV. (As the law states that if there is an ACV registered on an area that is to be developed and equivalent ACV has to be incorporated in any redevelopment).
- Hence the amended plans that were submitted on 24th January 2017 – copies of which were passed around for members to familiarise themselves with.
- Ms Sutherland pointed out that the scheme was to be reduced by 2 dwellings – giving over a large area for an ACV. This area was chosen as it was on a similar footprint to the Public House and was in a prominent position / next to the shops.

Cllr Linda Boon left the Council Chamber....

- Ms Sutherland explained the Community Right to bid process very briefly, but stated that her client was not going to sell pub – so the ACV wouldn't assist in this instance.
- What he would do would incorporate something into scheme – as just described.
- The reason for wanting to talk to Parish Council is that they represent the local community – and were instigators of the ACV....keen to find out views.
- In past experience Ms Sutherland has found that a Community Café scheme fits in as it has lots of different uses.
- Before taking questions – Ms Sutherland mentioned briefly that she and her client have been approached by a community group – that are showing interest in outline plans – at this stage no more details can be divulged – other than what she mentioned in email of 24th March 2017.
- On talking to South Gloucestershire Planning Officer regarding this 'group' question was put – what do the Parish Council think??? Hence email and start of consultation / Ms Sutherlands presence at meeting.
- The Chairman thanked Ms Sutherland for her updates – and opened the floor to questions – suggesting that members of public representing the Birds Residents Group spoke first.
- Mr Ken Thomas – representing 600 + residents from properties / roads adjacent to site stated briefly that the groups original objection still stands at this time – in that the development is out of character being high density in a low density area. They also oppose the plans on road safety issues.
- With regards the amended plans and the suggested ACV – he stated that the Public House is what the residents want. They don't feel that an additional meeting space or another café is required. There is no pub within walking distance and teams such as Pool, Cribb and Darts won't function well in a café type facility.

- At this time the group are unable to comment satisfactorily on 'other community group' that has approached Ms Sutherland and her client – as more information would be needed to comment adequately.
- Questions were then put to Ms Sutherland by councillors. These included:
 - fact that members didn't feel there was adequate parking included in the scheme – in particular for the Community Facility – setting it up to fail by not offering parking. Ms Sutherland responded that the parking standards are set by the Highways Authority – and that the developer has met these standards.
 - The public house as an ACV has been talked about this evening – what about the car park? Ms Sutherland stated that she didn't think that the ACV on the car park will be up held.
 - What timelines are we looking at? Ms Sutherland doesn't think planning committee will be looking to determine the outline planning until June or July 2017.
- Before wrapping the session up the Chairman thanked Ms Sutherland for her time – and said she was welcome to stay but the public part of meeting was now drawing to a close.
- Ms Sutherland said she would leave as had long journey – but thanked members for opportunity to speak to them – and if they wanted to run a community consultation event – she would be happy to help in any way she was able.

Councillor Linda Boon returned to the Council Chamber

39/17 PARISHIONERS QUESTIONS

- There were no further parishioners questions – these had all be covered off during last 2 items.

40/17 PLANNING APPLICATIONS

- Comments on planning applications can be seen in Appendix 1 attached to these minutes

41/17 TO COMMENT AS NECESSARY FOLLOWING UPDATE FROM AGENT REGARDING TERN INN

- After due consideration it was **RESOLVED** that until the appeal regarding the ACV had been determined – it made any further commenting very difficult.
- With regards the amended plans that agent had submitted – members have already commented on those on 8th February 2017 – and these comments have been sent to Planning Officer.

42/17 MINUTES AND MATTERS ARISING FROM THE ORDINARY MEETING OF THE COUNCIL ON 22ND FEBRUARY 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 – everything will be covered off during course of meeting.

43/17 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 1st March 2017.
2. Planning Committee Meeting of the Council held on 8th March 2017.
3. Finance & General Purposes Committee Meeting of the Council held on 15th March 2017.

44/17 TO NOTE ANNUAL PARISH MEETING – HELD ON 22ND MARCH 2017

- It was agreed that meeting went well – the talk by Dodington Estate was interesting and seemed to be well received.
- Clerk confirmed that numbers attending were nearly same as 2016.
- Only matter arising that Clerk is still trying to establish – is have Network Rail finished work down by Goldcrest Allotments...
- There was a lot of food left over – think need to cut back on this next year – as it is such a waste.

45/17 TO NOTE START OF 10 WEEK CONSULTATION ON ELECTORAL REVIEW OF SOUTH GLOUCESTERSHIRE'S WARDING ARRANGEMENTS

- Clerk informed members of the start of this review – council has until 5th June 2017 to comment.
- Review is looking to cut number of elected members from 70 to 61.
- There will be no changes to number of councillors on Town / Parish Councils and now boundary changes to Town or Parish Councils.
- There is a lot of information available on the Local Government Boundary Commission website.
- There will be a presentation given at next Town and Parish Council Forum (25th April 2017).

46/17 TO NOTE COMPLAINT FROM PARISHIONER REGARDING ROBIN WAY / GOLDCREST ALLOTMENTS

- Members had all seen correspondence that Clerk had received / and responses she has sent regarding these complaints.
- Photographs were also available to view on the screen.
- As members knew the item was on the agenda – most of them had wandered past the allotments to see for themselves what the issues were.
- After due consideration and discussion – including reviewing the history of the site, etc. it was concluded that as the land in question isn't owned by the Parish Council – there is little more assistance they can offer. Clerk has carried out investigations – and advised as best she can.
- South Gloucestershire Council having looked at the case – has said that there is nothing more they can do.
- Without a better understanding of who owns the allotments and the agreements

that the allotment holders have – there is little more that can be done at this stage.

- Members agreed that it was a shame some of the established hedgerow had been taken out – but as South Glos had pointed out there isn't any protection on hedgerows and they weren't South Glos hedges.
- They thought the rubble around the pond was a slight hazard – but appreciate that the allotment is work in progress – and in comparison to some of the plots along Robin Way / Goldcrest – this one is by no means the worse.
- It was **RESOLVED** that the Chairman would write accordingly to the parishioner – stating that as far as Parish Council are concerned the matter is now closed – and if he has any further concerns – suggest these are taken up directly with South Gloucestershire – landowner of the allotments or the allotment holder.

47/17 TO NOTE CONFIRMATION OF BUSINESS RATES AND RECEIPT OF COMMUNITY INFRASTRUCTURE LEVY

- Clerk confirmed that the notice of Business Rates for 2017- 18 had been received from South Gloucestershire Council – and with all the changes – taking the Small Business Relief into account – bill for the year has been reduced to £0.
- Clerk has checked this – and it is correct.
- The council has also been informed that they will be receiving a small amount of Community Infrastructure money following developments within the Parish.
- The amount being received is £262.50. It is going to have to be accounted for separately – it has got to be used within 5 years – otherwise it has to be paid back to South Gloucestershire – and it can only be used for certain things that are going to benefit the community.
- It was suggested that maybe look at footpath restoration in Lilliput as previously discussed.
- Clerk confirmed that this item was on following weeks CL&E agenda for consideration.

48/17 TO DISCUSS REVIEW OF RISK ASSESSMENTS

- Previous date for review of all policies had to be cancelled – so it was agreed that Cllr Philip Jones and Annette Parsons would carry out review with Clerk prior to next week's CL&E meeting.
- Clerk explained the one page Risk Assessment Form to members – this is a check list ensuring that all areas of risk are looked at addressed. This form was then signed by the Chairman.
- At a recent SLCC conference matter of Risk and Risk assessments were discussed – and 2 items that came up need to be considered carefully.
- First one – is in process of being actioned following agreement at F&GP to have the hall independently valued for insurance purposes. Clerk confirmed that David James and Partners were booked to visit hall next week.
- Second one – was matter of email accounts – and how it is a good idea for all councillors to have a dedicated email address – specifically for council work – that only they can access.
- This address would still be published so that members of the public could contact them – but it would mean that council emails don't get muddled with

personal or other work emails and they are less likely to be read by someone they shouldn't be.

- Cllr Rob Creer confirmed that this is something that Chipping Sodbury has just done.
- Clerk to discuss with Cate at CS and also the IT department at South Gloucestershire Council who currently host emails.

49/17 TO APPROVE GRANT THORNTON GOVERNANCE STATEMENT

- It was proposed by Cllr Adrian Rush and seconded by Cllr Christine Howard and **resolved** that the Governance Statement be approved – and it was duly signed by Chairman and Clerk.

50/17 TO NOTE REPORT ON EARMARKED FUNDS – FROM EACH COMMITTEE

- Clerk confirmed that Community Leisure & Environment Committee were keen to earmark funds for:-
 - Wapley Bushes tree planting / ash dieback issues
 - Discover Dodington
 - Forest School
 - Lilliput Footpaths
- Planning Committee hadn't made any suggestions yet – but their residual funds will be considerable less than other committees.
- Finance & General Purpose Committee wanted to see earmarked funds going towards Parish Hall improvements.
- These will be approved by individual committees.

51/17 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 Christine Howard and seconded by Cllr Adrian Rush and **RESOLVED** to pass accounts for payment.

Closed Session

52/17 STAFFING MATTERS

- Meeting went into closed session – Clerk and Ward Members left the room. Minutes will be recorded confidentially as staff salaries were discussed.

End of Closed Session

53/17 ITEMS OF REPORT

1. Cllr Rob Creer mentioned announcement of dates for changing to recycling arrangements. Changes will take place from 19th June 2017, with the black bins being replaced over the course of the year. There are roadshows planned across the authority – to aid residents understanding.
2. Cllr Rob Creer also mentioned that there is to be a review of waiting restriction in Yate Town Centre – to see how these impact traffic flows.
3. Cllr Christine Howard had a query about public open space in front of houses –

and if there is anything one can do to stop young people playing out late at night.....it was mentioned that if they are being very noisy – or are having BBQs then Environmental Control could pay a visit.

4. Cllr Claire Young reported that at the last ECS committee – some traffic schemes were approved – however the Environmental Weight Limit on Dodington Lane wasn't among those approved. Gibbs Lane will see some more signage reinforcing the weight limit.
5. Cllr Claire Young reported that Yate Spur Cycle Path have received £150k funding for next stage of cycle path 2017-18.
6. Cllr Claire Young mentioned that the Flood Plans are now up on the Environmental Agencies website and that the Wapley Work Day at end of March was a great success.
7. Cllr Annette Parsons echoed Claire's comments – saying there were 19 people at Wapley and more than 30 trees were planted.
8. Cllr Adrian Rush suggested that due to item regarding Robin Way / Goldcrest Allotments having been brought up – maybe maintenance and responsibility for maintenance needs to be clarified.
9. Chairman reported that he had taken a look at the Beacon – and jotted down some notes / designs. Upon inspection it appears that it is only the inner basket that needs replacing.
10. Clerk reported that Best of Brass was a great success with £241 being raised for the charities.
11. This weekend is the litter pick at Kelston Close and Abbotswood Action Group planting session.

54/17 NEXT MEETING

The next **Ordinary Meeting** of the Council would be held at **7.30pm** on **Wednesday 10th May 2017** in the Council Chamber of the Parish Hall.

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

SignedChairman

Date 10th May 2017