



Dodington Parish Council

MINUTES of the **Full Council Meeting** of Dodington Parish Council held at Dodington Parish Hall on Monday **3 October 2022** at 7:30pm.

PRESENT: Cllrs Chris Zapata (Chairman), Christine Howard, Paul Hulbert, Sarah Hurley, Mandy Sainsbury, Adrian Hutton, Richard Evans, Robert Graham and Sandra Jee

Also present: Deputy Clerk to the Council – Pip Tymon Clerk for the meeting and 2 members of the public.

141/22 MINUTES SILENCE WAS HELD IN MEMORY OF THE LATE FORMER PARISH COUNCILLOR LINDA RUSH (LINDA BOON)

142/22 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Jean Thomas, Laura Pearson-Tong, Louise Harris and from ward Councillors Stephen Reade and Ben Stokes.

143/22 DECLARATIONS OF INTERESTS UNDER THE LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS

No declarations of interest.
There were no requests for dispensation.

144/22 PUBLIC PARTICIPATION AND QUESTIONS

2 Members of the public were in attendance, Lucy Anstey and Holly Woodruff from Raysfield Primary PTA to provide an update and answer questions regarding the firework display being held on 6 November 2022 in Raysfield School playing fields.

PTA confirmed the following: -

The event was open to all - 150 tickets sold to date representing 60 different households – expecting to sell to a total of 120 households.

Predetermined event - 13 minutes of fireworks in total.

Other activities available so all-round entertainment evening for families.

Professional company doing the display with their own risk assessments.

Council confirmed residents' concerns regarding noise – members also raised concern regarding the space around the fireworks and the proximity to the footpath adjacent to the school playing field.

PTA confirmed if funding available/budgets allowed silent fireworks would have been considered – too expensive for this event, the first since covid-19.

Members thanked Lucy and Holly for attending meeting – and they both left at 8.00pm. Further discussion to be undertaken by members at item 12.

145/22 MINUTES AND MATTERS ARISING FROM THE FULL COUNCIL MEETING OF THE COUNCIL ON 5TH SEPTEMBER 2022

With no public present, it was **RESOLVED** that the minutes and confidential minutes of the Full Council Meeting on 5 September 2022, as printed and circulated, be confirmed as a true record, Cllr Chris Zapata signed the minutes and confidential minutes.

The following matters arising were reported: -

Players Golf Club – application number PN22/02744F now withdrawn.

Resurfacing at Littledean – SGC continuing to monitor site with the contractor and hope to agree remedial works shortly.

Platinum Jubilee – all discs received for platinum pathway, in process of being installed onto posts.

Best Garden Competition trophies and vouchers now received.

Autumn Newsletter now at printers – first draft hopeful by 17/10.

146/22 LIVING & WORKING WITH COVID-19

Members reviewed the living with covid-19 risk assessments for the hall, Foxall Powell Meeting Room, Council Chamber and QEII changing rooms. They were also given information regarding current covid cases in England.

Members **RESOLVED** the following: -

Anyone with covid-19 or symptoms of covid-19 not to enter any of the Parish Council premises (As per existing conditions).

All remaining covid-19 restrictions in place covering the hall, Foxall Powell Meeting Room, Council Chamber and QEII Changing rooms to be lifted.

All hirers to be advised to follow current government guidance on living safely with respiratory infections, including covid-19 and details of this advice to be included within the hire agreement.

Hall capacity to revert to the pre-covid level maximum capacity of 150, kitchen and toilet number restrictions to be removed.

Foxall Powell Meeting Room to accommodate up to 12 people with room set up in a board room style.

Council Chamber to be used for all Council meetings going forward. It was agreed by members that if numbers exceed 18 and/or if anyone feels uncomfortable with the numbers in attendance the meeting could be moved into the hall.

Members confirmed that if large numbers are known to be attending any Council Meetings in advance, the hall would be used.

Regular User Group covid-19 cleaning schedules to be discontinued – all groups to remain responsible for ensuring hall/meeting rooms/toilets/kitchen etc. to be left clean and tidy. A letter to be sent to all regular user groups confirming this.

A deep clean is completed each weekend, with a clean between each weekend ad-hoc hire - this is to remain. Weekday cleaning requirements to be monitored.

147/22 REPORTS FROM WARD COUNCILLORS

There were no ward Councillors present at the meeting. Ward Councillor Ben Stokes confirmed by email that SGC will announce details of the continuation to the Household Support Fund in due course.

148/22 GRANTS TO CONSIDER

Kimberley Vallis and Kara Penney from the Edventure Project had attended the last Full Council meeting and had given a presentation in support of their grant application. This application was further reviewed at tonight's meeting and a decision made by Members not to award the funding.

Members reviewed and **APPROVED** the grant application from Sodbury and Yate Clean Up for £298.77 to purchase 4 outdoor noticeboards and Hi Vis personalized vests for their volunteers.

149/22 CONSULTATIONS

Electric Vehicles Charging - Draft Strategy Consultation – feedback to be collated by Clerk and presented to members for approval at the CL&E committee meeting on Monday prior to submission to SGC.

The Better Care Stronger Communities Commissioning consultation was noted by Members and no comment was confirmed.

150/22 TO PROVIDE AN UPDATE FOLLOWING ONLINE BUSES MEETING 21/09/22

Cllr Paul Hulbert confirmed he would collate members feedback and prepare a report to be presented for approval at the CL&E committee meeting on Monday prior to submission to transport operations at West of England CA.

151/22 ASH DIEBACK SURVEY

Members viewed the arboricultural report on the trees at Wapley Bushes prepared by Wotton Tree Consultancy Ltd. Cllr Paul Hulbert reported that a total of 70 trees require works (anticipated during September 2023) – quotations to be sought when full details have been clarified.

152/22 TO DISCUSS RAYSFIELD PRIMARY PTA FIREWORK DISPLAY 6 NOVEMBER 2022

Members reiterated community concerns – requested an email be sent to the PTA asking for consideration to be given to quieter fireworks in replace of ones with very loud bangs (silent fireworks preferable but as previously confirmed by the PTA too costly for this year's event), to consider closing the footpath adjacent to the schools playing field during the event for safety and to ensure all local residents are made aware of the event, a note through each resident's door would be most appropriate.

The email to also confirm any feedback received by the Council from local residents will be passed onto the PTA for their consideration and response.

153/22 WAPLEY WALKS

Cllr Paul Hulbert reported that the Wapley Walks have now been re-arranged to 2pm on the 6 November 2022 (Orchard & Common) and 19 November 2022 (Meadow & Woodland).

154/22 TO PROVIDE UPDATE ON FUEL POVERTY/WINTER CRISIS

Dodington Parish Council had previously been approached by Yate Town Council to see if we could offer our support to the Warm Welcome Initiative (launched on 3 October 2022). Members were asked if they were available during the week for 3 to 6 hours to offer their assistance in hosting a Warm Welcome event on a regular basis at our parish hall. Clerk had confirmed via email between 3 and 6 volunteers would be required. To date, it had proven difficult to receive help from external groups.

After discussion, it was agreed for this to be reviewed further at the next Full Council meeting.

**155/22 TO AGREE COUNCILLOR REPRESENTATION AT REMEMBRANCE SERVICES
13/11/22**

The following services were discussed with Council representation as noted:

St Peters Church Wapley – Cllr Christine Howard to attend

Sodbury Town Council – Chris Zapata and Cllr Laura Pearson-Tong

Yate Town Council / St Mary's Church – Cllr Chris Zapata and Cllr Laura Pearson-Tong.

St. Nicholas Church - Cllr Louise Harris to be asked if she would like to attend – Cllr Christine Howard also available.

Clerk to arrange delivery of wreaths and confirm times with Councillors.

PMN Cllr Louise Harris confirmed she was available to attend service at St Nicholas.

156/22 TO PROVIDE UPDATE ON BOOK AND LETTER OF CONDOLENCE

A Book of Condolence was opened for the Queen during the period of mourning. Members confirmed that the pages could be bound with those at South Gloucestershire Council with a copy held in our archives.

A letter of condolence has been sent on behalf of the council to the Kings private secretary.

157/22 CHRISTMAS 2022 – TO DISCUSS CARDS/EMAIL AND DPC GET TOGETHER

The purchase of Christmas cards was discussed. Members confirmed they wanted to do the same arrangements as last year, to relay our wishes by email to all our regular contacts.

Members considered a staff/Cllr Christmas get together – Clerk/Chairman to look at potential dates/locations/pricings to bring to next Finance Meeting.

158/22 TO NOTE OUTPUT FROM BUDGET WORKSHOP

Following the recent budget workshop, the first draft of the parish objectives documents for each committee for 2023 – 2024 has been produced. These documents are to be reviewed at the relevant committee meetings.

159/22 TO NOTE COMPLETION OF EXTERNAL AUDIT BY PKF LITTLEJOHN

The completion of the External Audit by PKF Little John was noted by members, there were no 'other matters' to note. Completion of audit had been received before 30th September and acknowledged by Council before that date. Details had been posted on notice boards and website.

Members thanked the Clerk and office staff for all their hard work on this matter.

160/22 COUNCILLOR IT PROJECT

Members **APPROVED** in retrospect the purchase of 15 Councillor laptops at a cost of £6,250.05 plus VAT.

Members were informed that the first laptop would be available to a Councillor this week with one each week thereafter, query was made as to why only one available per week.

PMN Clerk confirmed the laptop roll out was in line with requirements and budget restraints.

161/22 FINANCE MATTERS

Bank reconciliation and list of all payments and receipts for August 2022 was viewed by members, confirmed all in order.

162/22 ITEMS TO REPORT

Deputy Clerk reported: -

SGC new street cleaning and maintenance team have confirmed by email additional works within the parish have now been completed. Clerk will forward this email onto Cllrs, also contains full report on works completed and request for feedback.

SGC confirmed the HGV no parking overnight signage would be installed along the side of Rodford Way next week.

The next **Ordinary Meeting** of the Council will be held on **Monday 14 November 2022 starting at 7.30pm** in the Council Chamber.

As there was no further business – the meeting was closed at **9.15pm**.

Cllr Chris Zapata thanked everyone for attending.

SignedChairman

Date:-