



# Dodington Parish Council

**MINUTES** of **Full Council Meeting** of the Parish Council held in Council Chamber adjacent to Dodington Parish Hall on **Monday 22<sup>nd</sup> July 2024** at 7.30pm.

**PRESENT:** Councillors Bob Graham, David Fitt, Christine Howard, Paul Hulbert, Sarah Hurley, Adrian Hutton (chairing the meeting), Sandra Jee, Laura Pearson Tong and Jean Thomas.

**ALSO PRESENT:** Hannah Saunders Clerk to the Council – Clerking the Meeting, Ward Councillors Cheryl Kirby and Ben Stokes and 1 member of public.

## **294/24 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs Chris Zapata, Louise Harris, Richard Evans and Ward Councillor Marilyn Palmer.

## **295/24 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATION**

None.

## **296/24 PARISHIONERS QUESTIONS**

Member of public had asked Cllr Sandra Jee about proposed changes to buses from September 2024.....they were very upset to learn that Y1 won't be coming via Birds and the frequency of Y6 will be changing.

Cllr Paul Hulbert responded stating that there was quite a misleading article on First Bus Website....under Other Changes.....it states....'frequency and routes of services Y1, and Y6 will be changed so all 3 complement each other and provide more direct and faster routes with changes to some routes and more frequent buses. Customers are advised to check new timetables on the First West of England website in the coming weeks prior to travelling...

It was agreed to have an agenda item on CL&E the following week regarding this matter. PMN – later in the week – more details were published and these can be found via the attached link. Cllr Chris Willmore is collecting data.

## **297/24 TO APPROVE MINUTES OF FULL COUNCIL MEETING**

It was resolved (after minor amends) that the minutes of the Full Council Meeting on 24<sup>th</sup> June 2024 as printed / circulated were a true record – and they were duly signed by Cllr Adrian Hutton.

There were no matters arising.

## **298/24 COMMITTEE MEETINGS**

It was noted that minutes from recent committee meetings would be approved at next relevant meeting.

CL&E – on 29<sup>th</sup> July 2024

Planning – on 5<sup>th</sup> August 2024

F&GP - on 12<sup>th</sup> August 2024

## **299/24 PLANNING MATTERS**

Applications considered can be viewed in Appendix 1 attached to these minutes.

## **300/24 CONSULTATIONS**

Members were informed that about the A432 consultation, it will be included on Planning and Transport agenda (5<sup>th</sup> August 2024) once everyone has had a chance to either visit drop in sessions, view info online or join the webinars.

## **301/24 WARD COUNCILLORS**

BEN STOKES – reported on the following:-

- A38 Roadworks that are due to commence at beginning August
- Some overnight closures on the M4 between J17 and 19 towards end of month
- Maggie Tyrell has taken over from Claire Young as Leader of SGC
- Consultation on Local Plan commences on 19<sup>th</sup> July 2024
- SGC Planning department won RPTI (Royal Town Planning Institute) award for planning excellence
- The sustained effort over the last 5 years re Climate and Nature Action had been recognized by the council
- There are summer support packs available for local residents and families that are struggling (this includes family food bags and monies and coping in a heatwave)

CHERYL KIRBY – reported on the following:-

- EVCP (Electric Vehicle Charging Points) are being introduced across SG area.
- SGC are launching a bus dedicated to reaching out to young people – it is based on YTC Urbie and is called Doris.
- Following up on Cllr David Fitts query regarding the poor quality of the resurfacing at Rodford and Shireway – a response has been received from Darren Davidson stating that they only carried out a surface dressing and not a complete resurface – so they would expect it to break up as it has done

## **302/24 TERN INN**

Clerk informed members that there were still a couple of points re the lease for the car park that solicitor was checking with landlords lawyers – so no movement since last meeting.

## **303/24 BURIAL GROUND COMMUNITY CONSULTATION**

The draft community consultation document and its delivery was agreed in principle subject to outcome of forthcoming meeting with various stakeholder groups re potential land for extension.

Clerk estimated cost of consultation and delivery would be £2k and monies would be taken from Burial Ground Extension EMR fund.

Clerk suggested that if consultation was being delivered it would seem sensible to also deliver a leaflet regarding venue hire at Dodington Parish Hall at the same time – this was agreed.

### **304/24 OFFICIAL OPENING OF CHAMBERS / OFFICES**

Wednesday 16<sup>th</sup> October 2024 had been set aside for the opening (at Planning & Transport Committee it had been agreed to look for a Wednesday evening mid-October). In preparation for event – Clerk has cancelled booking in hall that evening for St John Ambulance – so that there is plenty of space for refreshments, etc.

After due consideration it was agreed to invite Claire Young – newly elected MP for Thornbury and Yate to officially open the Council Chambers.

Clerk recommended that event be by invitation only – so that numbers could be managed – and ward councillors agreed that due to security this would probably be advisable.

A general open session for local residents was discussed and this is something that members would like to see – but it won't be feasible on that date.

Monies to come from Civic budget line – and refreshments to include tea, coffee, soft drinks, biscuits and a cake to be cut.

### **305/24 WOODCHESTER PLAY AREA**

Members received report from GB Sport and Leisure following inspection of the Cable Runway and Cantilever Swing at Woodchester.

It was noted that due to wear and tear – a part (swivel joint) on the cantilever swing needed replacing.

Quote for replacement part and fitting had been received – and normally officers would approve however, due to the cost of part – felt that needed to have discussion.

Replacement part / fitting = £5k.

Replacing the whole swing (cost to take away old, install new and make surface good) = £8.5k (the new swing was less than replacement part).

Cost to remove and make area good = £1.4 - £2.4k depending on amount of restoration required to ground.

Unless members vote monies from one of the other play area's there isn't enough in revenue budget to cover costs of repair – and officers recommendation was removal – and then budget for a new piece equipment (similar process to when the bank slide had to be removed at Woodchester a few years ago).

After due consideration it was agreed to remove the tyre and chains – but leave frame for now.

### **306/24 COUNCILLOR RECRUITMENT PROCESS**

Clerk confirmed that having checked with SGC Electoral Services – Dodington Parish Council were still in a position to co-opt for the 3 vacant seats. This is because they haven't been filled since the election was called – so have been advertised accordingly (albeit 15 months ago).

Over the last year – running with 3 vacancies hasn't been an issue – but more recently – there have been issues with meetings only just being quorate – and not sufficient volunteers to help at events. This is putting greater pressure on existing members – and Clerk feels that as September approaches – it is a good time for a fresh push to fill the seats.

Advice from ALCA is that a co-option policy should be adopted – DPC have draft guidelines – but no policy.

It was agreed that Clerk draft this up and bring to next Full Council Meeting for approval.

Following discussion – it was agreed that interested candidates should still attend a full council meeting and 2 different committee meetings – prior to being co-opted....so that they could get a feel for what Dodington do.

In the past people have been elected to the council uncontested – and not turned up to meetings – and members feel that by having such a process in place prior to co-option will help eliminate that.

### **307/24 JPCC LETTER TO MP**

Members had reviewed draft letter that it was proposed be sent to the MP from Joint Parishes Consultative Committee (JPCC). The JPCC is made up of Yate Town Council, Sodbury Town Council, Dodington Parish Council and Westerleigh Parish Council.

It was agreed that Dodington put their name to the letter – requesting a meeting with the Police Crime Commissioner to discuss staffing levels in local area.

### **308/24 POLICIES**

An index of current policies was circulated – and Clerk was recommending that over course of next 4 months the policies be reviewed by relevant committee's – in order to ensure that they were up to date.

There are a few additional policies that need to be introduced – such as Drone Flying, Climate and Biodiversity.

It was agreed that this was best way forward.

### **309/24 ITEMS TO REPORT**

Cllr Sarah Hurley reported that in a recent assembly at Culverhill – teachers and students had expressed their thanks to Dodington for all their help facilitating DofE activities. Cllr Hurley also informed members that recent OFSTED inspection results have been received and the school attained Outstanding across the board.

Cllr Paul Hulbert stated that someone he met at an environmental event in Yate recently had complemented him on work at Wapley – and this was some of the work that had been carried out by Culverhill Students. They were most impressed 😊

Cllr Laura Pearson Tong thanked everyone for making Brass (not) on the Grass such a great event for the local community.

Clerk reminded members of Burial Ground (round the table) meeting on Wednesday morning, the roadworks that Cllr Ben Stokes had mentioned are going up on website – as details have been received to Clerk email – and members were thanked for their help in

checking and keeping POS secure and safe and being vigilant for any unauthorized vehicles.

*Meeting went into closed session SO 3d and minutes are recorded confidentially for following items*

**310/24 CONFIDENTIAL MINUTES JUNE 24<sup>TH</sup> 2024**

**311/24 FINANCE MATTERS – INCLUDING FINAL BILL FOR NKS**

**312/24 GENERAL RESERVES – UPDATE MEMBERS**

*Closed session ended*

As there was no further business the meeting was closed at 9.35pm – with Vice Chair thanking everyone for attending.

Next meeting of Full Council – 2<sup>nd</sup> September 2024

Signed .....Chair

Date 2<sup>nd</sup> September 2024

## **Appendix 1**

### APPLICATIONS CONSIDERED

**P24/01615/HH|**

Erection of front porch.|

129 Finch Road Chipping Sodbury South Gloucestershire BS37 6JB

After due consideration members resolved that there were no issues with the proposed plans.

With regards the revised plans for QEII Circular footpath – there are no updates. Planning Officer still waiting to hear from Sport England – and until such time won't be able to determine the application.