



Dodington Parish Council

MINUTES of **Full Council Meeting** of the Parish Council held in Council Chamber adjacent to Dodington Parish Hall on **Monday 3rd March 2025** at 7.30pm .

PRESENT: Councillors Richard Evans, Bob Graham, Louise Harris, Christine Howard, Paul Hulbert, Sarah Hurley, Adrian Hutton, Sandra Jee, Oliver Lodge, Jean Thomas, Karl Tomasin and Chris Zapata (Chairing Meeting)

ALSO PRESENT: Hannah Saunders Clerk to the Council – Clerking the Meeting, Ward Councillor Marilyn Palmer and a Member of Public

403/25 APOLOGIES FOR ABSENCE

Were received and accepted from Cllrs Laura Pearson Tong, David Fitt and Ward Councillors Cheryl Kirby and Ben Stokes.

404/25 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATION

Cllr Adrian Hutton and Jean Thomas declared an interest in Item 14 (staffing matters) and will leave chambers when that item is being discussed.

405/25 PARISHIONERS QUESTIONS

None

406/25 TO APPROVE MINUTES OF FULL COUNCIL MEETING

It was RESPOLVED that the minutes of the Full Council Meeting on 20th January 2025 as printed / circulated were a true record – and they were duly signed by Cllr Chris Zapata.

(Confidential Minutes to be reviewed / approved during Closed session at end of meeting).

There were no matters arising.

407/25 WARD COUNCILLORS

Reports given by Ward Cllrs Marilyn Palmer and Louise Harris can be found – Appendix 1 attached to these minutes.

408/25 PLANNING MATTERS

Planning applications considered can be viewed in Appendix 2 attached to these minutes.

409/25 CONSULTATIONS

- Local Plan Regulation 19 members were feeling quite overwhelmed with this consultation – and amount of detail involved. The clerk had offered to facilitate some sessions in chambers for councillors (uptake hadn't been great). Timetable for working on council's response was agreed – with first session being planned for afternoon of Friday 7th March 2025 in chambers.
Reg 19 to be included on Planning & Transport Committee Agenda for 17th March – and then extra meeting on 31st March 2025 (one item agenda) to get comments finalised. It was agreed that Cllrs Jean Thomas and Oliver Lodge would work on this with Clerk / Deputy – and would concentrate on areas that were commented on last year.
- New Joint Local Health and Wellbeing Strategy was duly noted – and Cllr Oliver Lodge agreed to take a look at details. He would send notes out – and if felt required further attention of council would request that item be included on future agenda.
- New Economic Regeneration Strategy was duly noted – and as above – Cllr Oliver Lodge agreed to take a look at details.

410/25 TO APPROVE USE OF WAPLEY BUSHES

Members had received information regarding Immanuel School using Wapley again for their summer Fun Run. It was proposed by Cllr Paul Hulbert and seconded by Cllr Adrian Hutton and RESOLVED that permission be granted.

411/25 VIREMENT OF MONIES FROM BURIAL GROUND EXTENSION EMR BUDGET TO GENERAL RESERVES

Following on from Planning & Transport Committee Meeting in February – it was proposed by Cllr Christine Howard and seconded by Cllr Paul Hulbert that £15,000 (from the remaining £19,503) be vired from EMR Burial Ground Extension to General Reserves. This leaves over £4k as contingency.

412/25 TO RECEIVE LETTER OF APPOINTMENT FROM INTERNAL AUDITOR

Members duly received letter of appointment – there were no questions and it was proposed by Cllr Paul Hulbert and seconded by Cllr Adrian Hutton that Mrs P Trull be appointed to carry out internal audit – as letter detailed. Chair, Cllr Chris Zapata and Clerk signed letter.

413/25 FINANCE MATTERS

- Payments made / received January 2025 were received – all in order.
- Bank reconciliation for January 2025 was received – and signed. All in order
- Clerk took members through up-to-date Ear Marked Reserves (highlighting changes to be made following decision taken 411/25).
- Members received estimated year end position for council – including amount of General Reserves . They were pleased with positive movement of fund – although it still wasn't within policy – General Reserves were moving in right direction.
Question was asked as to how long it would take for General Reserves to be inline with policy (3 months operating revenue + £30k+/- 10%) and Clerk estimated 2 – 3 years (which was better than previously anticipated).

Due to meeting needing to go into closed session – Item 15 was brought forward.

414/25 ITEMS TO REPORT

- Cllr Paul Hulbert reported that next planting session at Wapley is scheduled for 15th March 2025 – Tim Fairhead will contact office with order for Old Sodbury Tree's, and Paul pointed out that there will be some strimming to be carried out prior to 15th.
- Cllr Paul Hulbert informed members that the Joint Transport Meeting didn't go ahead – and it has been noted that the frequency of Y1 service has been reduced (tom make it more reliable).
- Cllr Richard Evans reported that following the reinstatement of verge outside new Co-op a further delivery vehicle has driven over it.
- Cllr Oliver Lodge informed members that he had reported an instance of Fly tipping near where Merlin Way meets Scot Way. He also noted a damaged (potentially dumped) vehicle on Heron Way. Cllr Louise Harris stated that matter should be reported to police.
- Clerk reported the following:- Second lot of planters have been installed and planted up, Raysfield School are currently carrying out a survey regarding parking in and around / near the school. Elections team at SGC had been in touch regarding 1st May WECA elections – they were trying to find a suitable venue given that Shireway is closed for refurb. After discussion – the Parish Hall will possibly be used for NE and NW ward. Finally Clerk had copies of FAQs regarding Council Tax 2025 – 26 for members if they wanted to refresh their memories.

415/25 *Meeting went into closed session for approval of Confidential Minutes (from 20TH January 2025),
Meeting remained in closed session for receiving tender details regarding QEII Circular Footpath (Item 12) and Grounds Maintenance (Item 13) tenders.*

Ward Councillor Marilyn Palmer and member of public left.

The Confidential Minutes from 20th January 2025 were duly approved / signed by Chair – Cllr Chris Zapata.

Item 12 is minuted confidentially.

For purpose of these minutes, members unanimously RESOLVED to take recommendation of report compiled by Landscape Architect – and appoint MF Freeman to carry out work on Circular Footpath at QEII Playing Fields. Work to commence in May.

416/25 Item 13 is minuted confidentially.

For purpose of these minutes, members voted unanimously for Prestige Grounds to be awarded Grounds Maintenance Tender for a 3 year period – starting 1st April 2025 – with C R Belcher continuing to maintain the Burial Ground at St Peter's Wapley.

Cllr Jean Thomas and Adrian Hutton left meeting.

417/25 Item 14 – Staffing matters are minuted confidentially.

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

Next meeting of Full Council – Monday 28th April 2025

SignedChair

Date Monday 28th April 2025

APPENDIX 1

Ward Councillor Marilyn Palmer reported :-

- She is hearing from a lot of residents within the rural ward who are concerned about the weekend of M4 closure – and impact this will have on lanes.
- On 13th March 2025 – Marilyn will be attending a teams meeting with SGC regarding progress of Quiet Lanes application. (Cllr Christine Howard will be attending as well).
- Only other item to note (which is on agenda) is Local Plan Regulation 19 consultation.

Ward Councillor Louise Harris reported:-

- A lot of her time has been taken up with Local Plan meetings.
- SGC has received some extra funding from the Government in order to repair potholes. If there are any potholes locally that people are concerned about – they need reporting in full via the SGC website. There isn't enough funding to do all works – but they will be dealing with the worst ones.
- At the Official Opening on Friday – she had met with CEO of Paul's Place – Lynda Williams. The works that they are undertaking at Shireway sound very exciting – and it appears that they really want to work with the community which is excellent news.

Ward Councillor Cheryl Kirby sent the following report in:-

Over the past month – the following briefings have been attended:

- Work of the Tree Team – facilitated by Simon Penfold – in order for members to find out about the challenges facing the SGC tree team currently – in particular Ash Dieback Disease.
- Member training on the New Local Plan Proposals to allocate sites for Additional Gypsy & Traveller Pitches and Showpeople.
- SGC Regulatory Training – updates for those members that attend Licensing Committee (Taxi updates and new legislation regarding tobacco and vapes).

APPENDIX 2

APPLICATIONS TO CONSIDER

P25/00235/HH |

Erection of rear single storey lean-to roofed area supported by timber posts (retrospective) |

14 Kingscote Yate South Gloucestershire BS37 8YB

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?keyVal=SQUMWNOK0PJ00&activeTab=summary>

It was noted that this was a retrospective application. No comments to be made.

P25/00239/HH |

Erection of a two storey rear extension to form additional living accommodation. |

50 Kestrel Close Chipping Sodbury South Gloucestershire BS37 6XD

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SQUSSSOKM1700>

It was noted that clarification had been sought on parking provision (by transport officer). No comments to be made.

P25/00394/F |

Change of use from agriculture to dog walking paddock (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended), installation of hardstanding to form parking area and erection of 1.8m high boundary fence. |

Land At Dodington Lane Dodington South Gloucestershire

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=dates&keyVal=SRTMGMOKN0D00>

All documents had duly been submitted – members found nothing to comment on.

NEIGHBOURING PARISHES

P25/00377/F |

Construction of a solar farm with associated works, equipment and infrastructure. |

Land At Oakley Green Farm Oakleigh Green Farm Lane Westerleigh South Gloucestershire

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?keyVal=SRMORMOKMUZ00&activeTab=summary>

Noted

DECISIONS TO NOTE

P24/00731/HH|

Erection of a single storey front extension to form additional living accommodation. |

119 Finch Road Chipping Sodbury South Gloucestershire BS37 6JB

https://developments.southglos.gov.uk/online-applications/files/7A51DB8F68776A0F0DC087027DE4DD29/pdf/P24_00731_HH-OFFICER_DELEGATED_REPORT-8346971.pdf

APPROVE WITH CONDITIONS
