

DOYNTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ONLINE
OF DOYNTON PARISH COUNCIL
ON TUESDAY JULY 7TH 2020 AT 7 PM.

Present: Peter Hart Chairman
William Roch Councillor.
Michael Williams Councillor.
Steven Reade District Councillor
Elaine Weightman Parish Clerk
No members of the public in attendance

The Chairman welcomed everybody and opened the meeting.

Action

1. **APOLOGIES :** Cllr. Crew and Cllr. Salter.
2. **TO APPROVE THE MINUTES OF THE LAST MEETING**
The Minutes of the Parish Council meeting of 18th March 2020 were approved and signed by the Chairman on the proposal of Cllr. Roch and seconded by Cllr. Williams.
3. **MATTERS ARISING.** *DPC thanked Doynton Mutual Aid for the groups' responses to the COVID19 lockdown. Parishioner Sarah Magraw for setting up the group and Derek Girling for updating the village website to ensure clear channels of communication.*
4. **TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED.** *None to record.*
5. **TO ADJOURN TO ALLOW PUBLIC PARTICIPATION.** *Nothing to record.*
6. **PLANNING**
 - 6.1 **To Comment on Planning Applications.**

P20/10922/F: The Stables Rookery Lane Doynton, BS30: Erection of 1no. Rural Workers Dwelling ancillary to equestrian use, with associated works. *Comments to be made to Planners re reservations about the height of the building on the skyline*

P20/10856/TCA Court Farm, Church Road, Doynton. BS30 5SU: Works to 1 no. Damson, reduce by 1.5 meters, reshape to suit. Thin by 20%. Works to 1 no. Willow, reduce to 6 meters, reducing back from building giving 1.5 meters clearance. Works to 1 no. Hawthorne, reduce by roughly 1.5 metres ad reshape. Thin by 20%. Works to 1 no. Cedar, lift to 3.2 meters, reduce lateral spread by 1.5 meters to give clearance from building. Works to 1 no. Pear, reduce by 15 meters and thin by 20%. Works to 1 no. Silver Birch, remove lower limb to 3.2 meters, thin by 3%. Works to 1 no. Mixed vegetation mainly Elder, reduce by 2.0 meters and trim to reshape. Works to 5 no. Apples reduce by 2.0 meters and lateral growth to suit; reduce end weight by thinning by roughly 40%, lift to 3.8 meters. Works to 1 no. Hawthorne, thin by 40% and lift to 3.2 metres all situated in the Doynton Conservation Area. *No Objection.*
 - 6.2 **To record comments on applications dealt with since the previous meeting. –**

P20/08653/TCA: Langdale, Church Road, Doynton. BS30 5SS. Works to fell 1 no Chestnut, 4 Leylandii and 1 no Lime Tree all situated within the Doynton Conservation Area. *No Objection.*

P20/09691/F: 1 Powell Court Bottoms Farm Lane Doynton.BS30 5TY: Erection of outbuilding to form garden office and store. *No Objection.*

P20/07486/TCA Court Barton, Church Road, Doynton: Works to prune 1 no. Walnut tree to leave a height of 20m and radial spread of 20m. Tree situated within the Doynton Conservation Area. *No Objection.*

P20/06990/TCA Doynton House, Bury Lane, Doynton: Works to fell 1 no.

EW

Chestnut tree situated within the Doynton Conservation Area. *No Objection.*

P20/00551/F:-Hoddes Hay, Church Road, Doynton: Revised proposals.

Demolition of existing dwelling. Erection of 1 no. detached dwelling and outbuilding with associated works. *No Comments.*

P20/00356/TCA:-Home Farm, Bury Lane, Doynton: Works to trees as per attached schedule of works. Trees situated within the Doynton Conservation Area. *No Objection.*

6.3

To Note Planning Decisions. : -

P20/04041/F Gib Stables, Ham Lane, Doynton. Demolition of existing hay store and conversion of stable to residential dwelling. (C3) *Refusal*

P20/00356/TCA:-Home Farm, Bury Lane, Doynton: Works to trees as per attached schedule of works. Trees situated within the Doynton Conservation Area. *No Objection.*

P19/19818/F Tog Hill House Farm Freezing Hill Lane Cold Ashton: Change of use of land for the stationing of belle tents and a yurt for use as a glamping site (sui generis). as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) *Approve with conditions*

P20/07486/TCA Court Barton, Church Road, Doynton: Works to prune 1 no. Walnut tree to leave a height of 20m and radial spread of 20m. Tree situated within the Doynton Conservation Area. *No Objection*

P20/08653/TCA: Langdale, Church Road, Doynton. BS30 5SS. Works to fell 1 no Chestnut, 4 Leylandii and 1 no Lime Tree all situated within the Doynton Conservation Area. *No Objection.*

6.4 **Other Planning Matters.** *None to record.*

7. **FINANCE**

7.1 The members resolved this Parish Councils exemption from a limited assurance review by the external auditor and confirmed the qualifying criteria are met. The exemption certificate had been signed by the RFO Elaine Weightman on 6th July 2020 and by the Chairman Cllr. William Crew at this meeting.

7.1.1 The Audit of Accounts 2019/20 were reviewed on 27th April 2020 by the Internal Auditor Iain Selkirk and forwarded for signature at this Parish Council meeting.

7.1.2 Cheques were signed in payment of the following invoices at this meeting and outside this meeting due to COVID19 restrictions:

- £379.20 E Weightman, Parish Clerk, (work undertaken April, May) **Issued 2/6/20**
 - £ 135.61 E Weightman, Parish Clerk, (quarterly expenses April, May) **Issued 2/6/20**
 - £ 41.50 SGC Empty litter Bin (Jan-Mar 2020). **Issued 23/3/20**
 - £ 99.00 Playsafety for inspection of Toghill playground. **Issued 21/4/20**
 - £100.00 Iain Selkirk, for internal audit 2019/20. **Issued 27/4/20**
 - £379.20 E Weightman, Parish Clerk, (work undertaken June & July 20) **Issued 6/7/20**
 - £126.97 E Weightman, Parish Clerk, (quarterly expenses June & July 20) **Issued 6/7/20**
 - £ 40.00 Information Commissioner Registration Fee. **Issued 6/7/20**
 - £ 50.00 Doynton Playing field Committee (Rent 2020) **Issued 7/7/20**
 - £ 35.78 SGC Empty Litter Bin (April-June 2020) **Issued 7/7/20**
- (The above were proposed for payment by Cllr. Roch and seconded by Cllr. Hart.*

7.2 **FINANCE REPORT**

7.2.1 After presentation of the cheques noted above, the working capital balance at HSBC Bank for the month to 31st July 2020 will be £5,877.47 this includes the receipt of SGC half year precept payment of £2,500.00

The balance on the S106 savings account currently stands at £14,562.70

7.2.2a	The Council agreed to consider and accept the Annual Governance Statement 2019/20	
7.2.2b	The Council agreed to approve the Annual Governance Statement 2019/20 These were signed by the Chairman and the Parish Clerk, as the Responsible Finance Officer	
7.2.3a	The council agreed to consider and accept the Annual Accounting Statement 2019/20	
7.2.3b	The council agreed to approve the Annual Accounting Statement 2019/20 These were signed by the Chairman and the Parish Clerk, as the Responsible Finance Officer.	
	The above documents and the Annual Return will be placed on the website by 31st July and the “Notice of Appointment of the Date for the Exercise of Electors’ Rights” will be displayed until 21 st August 2020 on the Parish website and noticeboard. The Certificate of Exemption –AGAR 2019/20 Part 2 and the Clerk and RFO and Chairman’s contact details will be forwarded to external auditors PKF Littlejohn.	EW
7.2.4	It was agreed to appoint Mr Iain Selkirk as Internal Auditor for 2020/19 if required.	
7.2.5	It was agreed to commence putting in place Internet Banking and to add Cllr. Williams to the DPC HSBC Bank account signatories.	EW
8	VILLAGE MAINTENANCE & HIGHWAYS.	
8.1	Update on problems already reported to SGC unless stated. Blocked Culvert on Toghill Lane and the clearing of the culvert in the ditch opposite the cricket field to be chased by the Clerk Verge cutting on Rookery and Ham lane has not had its first cut and will be chased. Slow signs on road surface Rookery lane which have been worn away are logged for re whitening in drier weather. The Clerk will ask Chris Harris at Highways if he can now make a site visit re signage on High street where road narrows to deter speeding motorists which he had to postpone due to COVID19 restrictions.	EW EW EW/PH
8.2	.New Issues raised by Councillors.	
8.2.1	A part of the pavement on Toghill lane from Summers Drive to Rectory Farm in Doynton has collapsed and is a potential trip hazard. The Clerk will investigate who has responsibility for it. (Sovereign Housing, SGC or DPC.)	EW
8.2.2	The Clerk to ask SGC to put on the Scheme list to have the various drains/pipes in Doynton Village “sucked out by the Gulley Sucker”!! In particular there is a potential problem on Watery Lane/Toghill lane into Bury Lane where the drains in the latter do not flow down the High street to go into the River Boyd system. The drains on Rookery Lane just before Mill Lane are also blocked.	EW
9.	SPECIAL MATTERS FOR ATTENTION	
9.1	The Play Area Safety Inspection Report 2020 was lodged and the area had a number of items to be noted which require non urgent actions and the clerk will approach Fred Ellis re undertaking some of the maintenance issues.	EW
9.2	It was agreed Cllr. Mike Williams would ascertain the arrangements for cutting the Village Green again this year and it was noted DPC will refund green bin charges of £30 on presentation of receipts for this year..	MW
9.3	The May AGM and Annual Parish Council meetings for DPC scheduled for Monday May 4th at Doynton Village Hall were cancelled until May 2021 due to Government Guidelines due to the Coronavirus Pandemic and Doynton Playground had been closed from 23 rd March 2020 and reopened again on 4 th July within the government guidelines due to COVID19 restrictions for safety of users and notices posted on site.	
9.4	To note and ratify annual review of items to comply with GDPR on the website Model Publication Scheme Document, Data Protection Policy and General Privacy Document. Others not on website: Data Breach Policy, Advice for elected and prospective Councillors, Parish Council Security Guide, Data Retention Policy, Sub access request, Privacy Notice for Staff/Councillors and Consent Form.	EW

9.5 Anti-social behaviour on Toghill lane during June had been reported to Sovereign Housing Association and along with the farmer closing the gate to the area of land there had been no further problems to date.

10 **TO RECEIVE REPORTS OF MEETINGS ATTENDED.** *None to note.*

11 **TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS.** *District Cllr Reade advised Tracey Park were struggling to advance their plans for planning permission for the proposed hotel on site.*

12 **MATTERS OF INTEREST RAISED BY MEMBERS.** *None to record.*

13 **ITEMS RAISED BY MEMBERS TO BE INCLUDED IN FUTURE AGENDAS.**

14 **DATE OF NEXT MEETING**

Wednesday 30th September 2020 at Doynton Village Hall 7pm.

The meeting closed at 8.04pm.

Signed.....

Date.....