

DOYNTON PARISH COUNCIL

ANNUAL PARISH MEETING

DOYNTON CHURCH ROOMS

THURSDAY 10TH MAY 2018 AT 7.30 PM

EVERYONE IS WELCOME

AGENDA

1. Apologies for absence
2. To approve the Minutes of Parish Meeting of 16th May 2017
3. Matters arising from Minutes
4. Annual Report of the Chairman
5. To receive and review the DPC Accounts for year ended 31st March 2018
6. Issues for discussion :
 - 6.1. Road Safety Issues in the Parish
 - 6.2. The Cross House Pub
 - 6.3. Any other business
7. Date of Next Meeting

Clerk to Doynton Parish Council

Elaine Weightman, 103 Couzens Close, Chipping Sodbury, BS37 6BS
doyntonparishcouncil@hotmail.co.uk 01454 315023

DOYNTON PARISH COUNCIL

ANNUAL GENERAL MEETING

**TO BE HELD AFTER THE ANNUAL PARISH MEETING
AT DOYNTON CHURCH ROOMS ON THURSDAY 10th MAY 2018**

AGENDA

1. Apologies for absence.

Parish Clerk in the Chair.

2. Election of Officers:

- 2.1. Chairman,

- 2.2. Vice-Chairman

Incoming Chairman in the Chair

3. To appoint council representatives on Doynton Parish organisations & other bodies

- 3.1. Village Hall Committee,

- 3.2. Playing Field Committee.

- 3.3. ALCA

4. To note the timetable of Annual Review items

- 4.1. Standing Orders.

- 4.2. Financial Regulations.

- 4.3. Frequency/dates of meetings.

- 4.4. Subscriptions to other bodies.

- 4.5. Risk Assessment.

5. Financial Matters

- 5.1. To resolve this Parish Council exemption from a limited assurance review by the external auditor and to confirm the qualifying criteria is met.

- 5.2. Audit of Accounts 2017/18

6. Date of Next Meeting

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**DOYNTON PARISH COUNCIL
COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A MEETING
AT DOYNTON CHURCH ROOMS
ON THURSDAY 10TH MAY 2018 AFTER THE ANNUAL GENERAL MEETING**

PRESS AND PUBLIC ARE WELCOME.

AGENDA

- 1. TO ACCEPT APOLOGIES FOR ABSENCE**
- 2. TO APPROVE THE MINUTES OF THE LAST MEETING**
- 3. MATTERS ARISING – for information only**
- 4. TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED**
- 5. TO ADJOURN TO ALLOW PUBLIC PARTICIPATION**
- 6. PLANNING**
 - 6.1 To Comment on Planning Applications:** *None to note.*
 - 6.2 To record comments made on applications dealt with since the previous meeting:**
None to note.
 - 6.3 To Note Planning Decisions:**

PK/18/0762/TCA Doynton House, Bury Lane, Doynton. Works to fell 2no. Elm trees and works to crown reduce 1no. group of mixed tree species (on road side of trees only) to points 7m from trunk of each tree, and crown lift to 8m clearance from road *No objection*

PK17/5637/F Cross House Inn High Street Doynton.: Internal and external alterations to include erection of single storey extension to provide enlarged restaurant area with associated facilities. *Approve with Conditions*

PK17/5638/LB Cross House Inn High Street Doynton.: Internal and external alterations to include erection of single storey extension to provide enlarged restaurant area with associated facilities. *Approve with Conditions.*

PK17/2390/F Park Hotel and Resort. Wick. Erection of temporary wedding marquee to exist on site for a period of 5 yrs. with associated parking. *Approve with Conditions.*

PK17/3053/F Park Hotel and Resort, Wick. Erection of Conservatory.
Approve with Conditions.

PK17/3055/LB Park Hotel and Resort, Wick. Erection of Conservatory.
Approve with Conditions.

PK17/5832/F Doynton Mill, Mill Lane, Doynton. BS30 5TQ. Erection of 1 building to form 4 self-contained workshop units (Class B1c) and erection of single storey extension to the existing workshop. *Approve with Conditions*

PK16/6416/F Mill cottage, Mill lane, Doynton. Conversion of the first floor of the existing store building to form 1 self-contained flat (Class C3) with associated works.
Approve with Conditions.

PK17/3614/F. Land at Toghill lane, Doynton. Demolition of unlisted buildings in Conservation area. Erection of 7 dwellings and community building and associated works. *Refusal.*
- 6.4 Other Planning Matters:**

Discuss DPC response to SGC Consultation on Transfer of small sites to support delivery of Affordable homes.

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7. FINANCE

7.1 To approve invoices for payment:

- £ tbc E Weightman, Parish Clerk (work undertaken April & May 2018)
- £ 44.06 SGC Empty litter Bin (Jan-Mar 2018)
- £100.80 Playsafety for inspection of Toghill playground
- £ 85.00 Iain Selkirk, for internal audit 2017/18.
- £ 50.00 Doynton playing Field rental
- £ 24.00 Hire of Church rooms May 2018 PC meeting
- £ 57.00 Hire of Doynton Village Hall PC Nov Jan & Mar meetings

7.2 Finance Report

7.2.1 To receive an update of expenditure against the budget

7.2.2a To consider the Annual return- the Annual Governance Statement 2017/18

7.2.2b To approve the Annual return- the Annual Governance Statement 2017/18

7.2.3a To consider the Annual return -the Accounting Statement 2017/18

7.2.3b To approve the Annual return -the Accounting Statement 2017/18

7.2.4 To approve the appointment of Mr Ian Selkirk as Internal Auditor 2018/19 if necessary.

8 VILLAGE MAINTENANCE

8.1 Update on problems already reported to SGC unless stated

8.1.1 White road markings require renewing on the road junction at Ham lane, High street and Bottoms Farm lane in Doynton Village

8.2 New Maintenance Issues raised by Councilors

9. SPECIAL MATTERS FOR ATTENTION

9.1 To discuss the Play Area Safety Inspection Report 2018 and take any required actions

9.2 To record the agreed arrangements for cutting of the village green.

9.3 Discuss the road safety issues on the High street, Doynton re installation and location of Vehicle Activated Signs.

9.4 Discuss vehicle Parking on Toghill Lane.

9.5 To note the plans being put in place to comply with GDPR 2018

9.6 Discuss the use of the Community Infrastructure Levy fund from SGC.

9.7 To agree the Clerks 2018-19 National Salary award as per the clerks contract of employment and to honour the JNC recommendations.

9.8 To discuss and agree the forthcoming July DPC meeting date and venue.

10 TO RECEIVE REPORTS OF MEETINGS ATTENDED

11. TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS

12. MATTERS OF INTEREST RAISED BY MEMBERS:

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

14. DATE OF NEXT MEETING

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human rights.