

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 19th OCTOBER 2011**

AT Doynton Parish Hall

Notes: DPC = Doynton Parish Council; SGC = South Gloucestershire Council; ALCA = Avon Local Councils Association; SSCG = Safer & Stronger Community Group; AONB = Area of Outstanding Natural Beauty; PPIG = Parish Plan Implementation Group

Present:	Anne Fisher	Chairman
	John Bartram, William Crew, William Roch, Jill Salter,	Councillors
	Elaine Weightman	Clerk
1. Apologies:		
	Ben Stokes	South Gloucestershire Councillor
	Stephen Reade	South Gloucestershire Councillor
Welcome:	Mrs Anne Fisher opened the meeting.	

Notes	Actions
<p>2. Minutes of Previous meeting held on 21st September 2011 The minutes of the DPC meeting of 21st September 2011, were approved and signed by Mrs Anne Fisher on the proposal of Mrs Jill Salter and seconded by Mr William Roch, after Mr. William Crew commented on the item presented by Prof. Ritchie. He emphasising that changes to the village settlement boundaries should be explored when the CAA was being discussed, and should be an agenda item.</p>	
<p>3. Matters arising. 3.1. Green Bags: agreed To be stored in the Church Tower. 3.2 Mr Matthew Kidner has agreed to cut the Bury Lane verge.</p>	JS
<p>4. To record declarations of interest None</p>	
<p>5. To adjourn to allow public participation None</p>	

<p>6. Planning 6.1 PK11/3260/TCA Hillview Church Road, Doynton. Works to fell 2 silver Birch trees. No Objection. 6.2. None 6.3. PK11/2542/TCA, SG TPO 0745 to be rescinded when 6.1 approved</p>	
<p>7. Finance 7.1. The External Auditors report stated that “on the basis of their review, and in their opinion, the information contained in the annual return is in accordance with the Audits Commission’s requirements and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.” Amendments to the Annual return were initialled and dated by the Chairman. It was agreed that any elector who wished to inspect the report could do so at no charge at the next PC meeting on 14th December. 7.2. The Internal Auditors letter was approved and the recommendations requiring actions it was noted most actions had been fulfilled. There was discussion of those yet to be resolved: The fixed Asset register would be drawn up for approval at the November meeting. A copy of the S106 fund agreement in relation to the open spaces around the Church View development would be obtained. It was noted that Mrs Wendy Cashmore would not be undertaking the Internal audit in future and the Clerk agreed to find a replacement. 7.3. Presented for payment Cheque numbers: 000629 £34.80 Derek Girling, Village website 000630 £60.00 Mazars audit fee 000631 £150.39 E Weightman, clerk, for September duties & Mileage 000632 £342.00 Village Hall, P.O. & PC Meetings Signed by WR & WC. A working balance remained in the current account of £2,146.57 (Precept received from SGC, 30/9/2011) 7.4. Draft Budget had been drawn up and this will be made available to the electorate to view on the website and on the Parish notice board. DPC would like to keep the Precept to £5,000 A Band D council tax bill this year was £1,490 (half band G) The cost of Doynton’s precept (Band D) for this year was £34.25 An extra £500 on the precept would cost £3.43 making total £37.68 DPC discussed the possibility of a donation to the Jubilee Celebrations being included in the budget. They also discussed responding to a request for a donation to the Citizens Advice Bureau for a donation because SGC has withdrawn all funding from them. These two items would have to be included in the budget and this would mean raising the precept. The clerk would ask how much a future election would cost as this should be</p>	<p>AF AF/EW EW EW AF EW</p>

<p>budgeted for over the next three years. If the electorate have any comments to make on the Budget for 2012 /13 please contact any councillor or attend the meeting in December when the budget will be discussed again and, if no changes are made, approved.</p>	
<p>8. Correspondence:</p> <p>8.1 None.</p> <p>8.2 None.</p> <p>8.3 Circulated to councillors: Jubilee-Beacon information, How to respond to Planning Applications, SGC Citizens Advice Bureau request for donation, Invitation to Partnership meeting.</p>	<p>All councillors</p>
<p>9. Special Matters For Attention:</p> <p>9.1. Mr. John Bartram outlined the proposed Standing Orders and these were approved and will be formally drawn up by Mr. Bartram. The Clerk agreed to review the Financial Regulations governing the role of Responsible finance officer. Both to be approved at the next meeting.</p> <p>9.2 It was agreed Minutes and Agenda will continue in the present format</p> <p>9.3 Five villagers have responded to the request for help to organise the Jubilee celebrations and were willing to contact others with a view to forming a committee. It was agreed DPC should be represented on that committee. Mrs Anne Fisher would report back at the next meeting.</p> <p>9.4. Mr. John Bartram outlined 6 actions that would be followed up by PPIG.</p> <ol style="list-style-type: none"> 1. Conservation area appraisal, 2. Improving health services: installation of a defibrillator, CPR training, 3. Disabled Access review, 4. Signs for pedestrians & Horses, 5. Team to support website, 6. Investigate P.O. opening on market days. <p>It was agreed that Mrs Anne Fisher would hand over the PPIG documentation to the clerk and that PPIG would become a working group of the PC.</p>	<p>JB</p> <p>EW</p> <p>AF</p> <p>AF</p>

<p>10. Reports of meetings attended Village Green Committee: Mrs. Jill Salter reported that 2 trees would be removed and replaced with a native tree planted away from the sewer pipes.</p> <p>ALCA: Miss Elaine Weightman attended the AGM.</p>	
<p>11. Matters of interest raised by members 11.1 Mr. Steven Reade had invited the PC to participate in an Emergency/disaster Planning seminar if one was set up in the future. Mr. William Crew raised that the caravan was still sited at the Land adjacent to Greystones and the clerk was asked to write to the planning enforcement officer as it was felt that there no permission granted in the original planning application for the caravan. Mrs. Anne Fisher said that the PC notice board was in need of repair the board to which notices are attached. Mrs. Jill Salter said she would investigate this. The railings at the Old Forge had been replaced by SGC. The Parish Bulletin was due and the Clerk agreed to produce a draft.</p>	<p>EW JS EW</p>
<p>12. Items raised by Members to be included in future agendas Jubilee Celebrations Budget for 2012/13 CAA Parish Bulletin</p>	<p>AF</p>
<p>13. Date of next meeting 14th December 2011</p> <p>The meeting closed at 10.08pm</p> <p>Signed.....</p> <p>Date.....</p>	