

**DOYNTON PARISH COUNCIL**  
**Minutes of the Meeting held at Doynton Village Hall**  
**15<sup>th</sup> November 2017 at 7.30pm**

<b>Present:</b>	Peter Hart	Chairman
	William Roch	Vice Chairman
	Jill Salter	Councillor.
	John Bartram	Councillor.
	William Crew	Councillor.
	Ben Stokes	District Councillor.
	Elaine Weightman	Parish Clerk

No members of public in attendance

The Chairman welcomed everybody and opened the meeting.

**Action**

1. **APOLOGIES.** *None to record.*

2. **TO APPROVE THE MINUTES OF THE LAST MEETING**

The minutes of the Parish Council meeting of 4th October 2017 were approved and signed by the Chairman ; after a small addition at 6.1; on the proposal of Cllr. Salter and seconded by Cllr. Bartram.

**EW**

3. **MATTERS ARISING** *Cllr. Hart reported that restorative work was underway on the Phone Box by members of Emerson Green running club and that grant funds were being sought from the Community Engagement Fund.*

4. **TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED.** *Cllr. Roch at item 6.1.*

5. **TO ADJOURN TO ALLOW PUBLIC PARTICIPATION.**

*No members of public in attendance.*

6. **PLANNING**

6.1 **To Comment on Planning Applications**

**PK/17/5052/TCA** Brook House, High Street, Doynton. Works to 1 no. Sycamore tree to reduce crown to a height of 9m and radial spread of 7.3m situated within the Doynton Conservation area. *No Objection.*

**PK16/6416/F.** Mill Cottage, Mill Lane, Doynton. Conversion of the first floor of the existing store building to form 1 no. self-contained flats with associated works. *No Objection.*

6.2 **To record comments on applications dealt with since the previous meeting.**

**PK17/4613/F** Bottoms Farm Cottage, Bottoms Farm. Doynton. Installation of 24 ground solar panels and supports. *No Objection.*

**PK17/4571/F.** The Old Stables Off Bury Lane, Bury Lane, Doynton. Extension and alterations to existing stables to facilitate conversion to no1 dwelling and associated works. *No Objection*

6.3 **To Note Planning Decisions**

**PK/17/0736/F** Doynton Mill, Mill Lane Doynton. Erection of workshop. (Amendment to previously approved scheme PK12/2333/F) Retrospective. *Approve with Conditions.*

**PK17/4105/F** High Paddock Bottoms Farm. Doynton. Erection of single storey side and rear extension to provide additional living accommodation *Approve with Conditions.*

6.4 **Other Planning Matters.**

6.4.1 The process for reviewing planning applications was discussed it was agreed that DPC will continue with the current procedures which comply with LGA 1972 Section 101(1). The Clerk will advise if any changes are made by NALC.

7. **FINANCE**

7.1 Cheques were signed in payment of the following invoices:

- £375.86 E Weightman, Parish Clerk, (work undertaken October & November 2017)
- £229.14 Zurich Municipal (annual DPC insurance 2017-18)

- £100.00 Donation to St Bartholomew's for PCC Magazine 2017.

## **7.2 Finance Report**

**7.2.1** After presentation of the cheques noted above, the balance at HSBC Bank for the month to 30<sup>th</sup> November will be £6,413.44. The balance on the S106 savings account currently stands at £14,502.82.

**7.2.2** The Council's budget for 2018/19 was discussed. The Clerk put forward a draft budget based on the precept remaining unchanged at £5,000. It was agreed unanimously and that this will be displayed on the website and notice board for the electorate to view and comment on before 30<sup>th</sup> November and pending any comments would be finalised as agreed. **EW**

## **8. VILLAGE MAINTENANCE**

### **8.1 Update on problems already reported.**

**8.1.1** Repairs to a pot hole on Bury lane outside Doynton House and a larger trench on the right hand side of Bury Lane after Doynton House leaving the village and Pot holes by the post box along with the request for a new road sign for Watery Lane which is missing to be chased by the clerk. **EW**

### **8.2 New Maintenance Issues raised by Councillors.**

**8.2.1** White road markings require renewing on the road junction at Ham lane, High street and Bottoms Farm lane in Doynton Village and will be raised with SGC. **EW**

## **9. SPECIAL MATTERS FOR ATTENTION**

**9.1** The Council agreed there are no changes to the Council's insurance requirements. The quote from Zurich Insurance for insurance cover for 2017-18 is based on a 3 year fixed annual premium of £229.14 (offered in Oct 2015).

**9.2** The Fixed Asset Register was reviewed and approved at £29,500.95.

**9.3** It was agreed to continue with bi-monthly DPC meetings on the third Wednesday of the month in 2018 commencing at 7.30pm. There would be the following changes to the schedule: Wednesday 31<sup>st</sup> January and Wednesday 9<sup>th</sup> May the latter includes the Annual parish and AGM. The clerk would update the website and book the Village Hall. **EW**

**9.4** It was approved to continue with the subscription to ALCA.

**9.5** The review of the Parish Clerks' Pay Scale resulted in the agreement of NJC salary point 23 to be effective from 1<sup>st</sup> January 2018.

**9.6** It was agreed that DPC were compliant with the governments Transparency Code for Smaller Authorities and the Clerk will continue to update where necessary. **EW**

**9.7** DPC will make a donation of £50 to support the Brandon Trust (Children's playlink) proposed by Cllr. Crew and seconded by Cllr. Hart. **EW**

**9.8** The Clerk would add an item to the Parish Magazine to request parishioners and visitors ensure they pick up any "Dog fouling" their animal may make and put in the public bins or take home with them for disposal. **EW**

Parishioners are also requested to be considerate of the rubbish they burn on Bonfires and to the time of day this is undertaken.

**9.9** DPC agreed to accept the Revised Charter between SGC & Town and Parish Councils of which Doynton is a current member. **EW**

**9.10** A request for information on Cleeve Bridge and the Erection of the Boundary Fence was discussed and the Clerk would advise the applicant that the information can be found in the public domain by searching for the Planning application on the SGC website and in Minutes of 15<sup>th</sup> March 2017 on the Doynton Village website. Additional information due to Cleeve Bridge being located in the neighbouring parish of Wick and Abson was recommended to be sought from that Council. **EW**

**10 TO RECEIVE REPORTS OF MEETINGS ATTENDED**

*Cllr. Hart-* Rural North Eastern South Glos Community Engagement Forum 24th October.

Avon Police advised that new Community Behavior Orders could now be issued to allow offenders to be brought immediately in front of Magistrates. If a crime is in progress the public must ring 999 and ask for the Police and use 101 for non-urgent reports.

Problems with the access code for a defibrillator in a neighboring Parish had been highlighted so others could take steps to avoid the issue.

*Parish Clerk-*Accounting and Finance Course October 20<sup>th</sup> highlighted the new Accounting and Governance practices from 2017-18 and the issue of the “Good Councilors Guide to Finance and Transparency” book handed to DPC members.

**11 TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS.**

*District Councillor Stokes* reminded members of grant monies available from the district Councilors grant fund. Rural health issues are in consultation at SGC Healthwatch and it is intended to re-open the Post Office at Wick.

**12 MATTERS OF INTEREST RAISED BY MEMBERS**

**12.1** Cllr. Bartram handed his resignation in as a Councilor of DPC to be effective as soon as a new Councilor can be co-opted to the Council or the 16<sup>th</sup> May 2018, whichever is the sooner. He was thanked for the work and energy he has committed to the PC during his time both as Chairman and member.

Candidates for co-option onto the Parish Council are now invited from parishioners who should apply to the Parish Clerk and this request would be added to the Parish newsletter.

ALL/EW

**12.2** The new owner of The Cross House Inn has made a request to seek assistance with Planning guidelines for applications he wishes to submit to SGC in order to re-open the inn as soon as possible. A request was made by DPC to the District Councilor to ask if he will liaise with Planners and the owner to expedite the process with Planning guidelines.

BS

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

Candidates for co-option onto the Parish Council

**14 DATE OF NEXT MEETING**

WEDNESDAY 31st January 2018 at DOYNTON VILLAGE HALL 7.30 pm with Cllr.Roch taking over as Chairman from 15<sup>th</sup> November 2017 to 31<sup>st</sup> January 2018

The meeting closed at 9.25 pm

Signed.....

Date.....