

**DOYNTON PARISH COUNCIL**  
**Minutes of the Annual General Meeting held at Doynton Church Rooms**  
**16<sup>th</sup> May 2017 at 8.40pm**

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

No members of public in attendance

**Action**

The Parish Clerk welcomed everybody and opened the meeting.

**1. Apologies for absence.** Ben Stokes District Councillor.

**2 Election of Officers.**

**2.1** The Clerk asked for nominations for the position of Chairman.

*Cllr. Bartram* advised that he wished to step down as chairman. In the absence of any nominations and after some discussion, it was decided that for 2017-18 the Council will operate a "Rotating Chair" with Councillors doing two months each in alphabetical order and that Parishioners would be advised accordingly. As a result *Cllr. Bartram* will be Chairman at this meeting.

**2.2** In view of the "Rotating Chair" it was agreed that the election of a Vice-Chairman would not be necessary

*Cllr. Bartram took over the chair.*

**3 Appointment of Parish Council representatives on local organisations**

The following Parish Council representatives were appointed:

<b>3.1</b>	Village Hall Committee	Mr Peter Hart
<b>3.2</b>	Playing Field Committee	Mr William Roch
<b>3.3</b>	ALCA	Mr Crew

**4 Timetable for Annual Review items**

Annual reviews of the following will be undertaken at the stated meeting of the PC.

<b>4.1</b>	Standing Orders. March
<b>4.2</b>	Financial Regulations. March
<b>4.3</b>	Frequency/dates of meetings. November
<b>4.4</b>	Subscriptions to other bodies. November
<b>4.5</b>	Risk Assessment. Ongoing.

**5 Financial Matters**

**5.1** The Audit of Accounts 2016/17 was reviewed on 10<sup>th</sup> May 2017 by the Internal Auditor Iain Selkirk and forwarded for signature at the next Parish Council meeting.

**EW**

**6 Date of Next meeting**

Tuesday 15<sup>th</sup> May 2018.

The meeting closed at 8.55 pm.

Signed.......... Date.....15/7/17.....

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

No members of public in attendance

The Chairman welcomed everybody and opened the meeting.

**Action**

**1. APOLOGIES**

Ben Stokes, District Councillor.

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

The minutes of the Parish Council meeting of 15th March 2017 were approved and signed by the Chairman on the proposal of Cllr. Salter and seconded by Cllr. Crew

**3. MATTERS ARISING**

**3.1** There were no further developments to record with regard to the fence at Cleeve Bridge and Wick Quarry.

**4. TO RECORD DECLARATIONS OF INTEREST FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED**

*Cllr. Roch declared an interest at item 6.2 Doynton Mill, Mill lane.*

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

*No members of public in attendance.*

**6. PLANNING**

**6.1 To Comment on Planning Applications**

PK17/1505/F. Chestnut Tree Cottage Watery Lane Doynton. Erection of a detached double garage. *No objection*

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

PK17/0736/F. Doynton Mill, Mill Lane, Doynton. BS30 5TQ. Erection of workshop. (Amendment to previously approved scheme PK12/2333/F). (Retrospective). *Objection lodged in relation to the size of the building and its impact on neighbouring properties.*  
PK17/1101/PDR. 9 Summers Drive Doynton. BS30 5SZ. Erection of rear conservatory. *No objection*

**EW**

PK17/1136/F. Exon's Yard, Doynton Lane, Dyrham. Demolition of existing stable block and erection of replacement stable block and erection of muck store. *(Neighbouring Parish) No objection*

PK17/1207/PDR. 5 Toghill Lane Doynton Bristol South Gloucestershire BS30 5SY Installation of 1no front window to facilitate garage conversion. Demolition of boundary wall to create parking area. *No objection was lodged however a comment was lodged as to the ownership of the land where the parking space was being created.*

**6.3 To Note Planning Decisions.**

PK17/1101/PDR. 9 Summers Drive Doynton. BS30 5SZ. Erection of rear conservatory  
*Approve with Conditions*

**EW**

**6.4 Other Planning Matters.**

*Nothing to record*

**7. FINANCE**

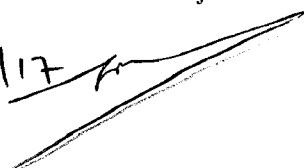
**7.1** Cheques were signed in payment of the following invoices:

- £372.12 E Weightman, Parish Clerk (work undertaken April & May 2017)

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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; PCWG = Parish Charter Working Group; DMP = Doynton Millennium Project

18/5/17



- £ 38.56 SGC Empty litter Bin (8/1-2/4/17)
- £100.80 Playsafety for inspection of Toghill playground
- £ 65.00 Iain Selkirk. for internal audit 2016/17.
- £ 50.00 Doynton Playing Field rental
- £ 24.00 Hire of Church Rooms for May 2017 PC meeting
- £880.00 M Crawford for maintenance work undertaken in the Parish

**7.2 Finance Report**

**7.2.1** After presentation of the cheques noted above, the balance at HSBC Bank for the month to 31<sup>st</sup> May will be £6,632.92 this includes the recently received SGC half year precept payment. The balance on the S106 savings account currently stands at £14,483.63.

**7.2.2A** The Council agreed to consider and accept the Annual Governance Statement 2016/17

**7.2.2** The Council agreed to approve the Annual Governance Statement 2016/17

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 2016/17

**7.2.3B** The council agreed to approve the Annual Accounting Statement 2016/17

These were signed by the Chairman and the Parish Clerk, as the Responsible Finance Officer.

**7.2.4** The above documents and the Annual Return will be returned to Grant Thornton by 30<sup>th</sup> May and the "Notice of Appointment of the Date for the Exercise of Electors' Rights" will be displayed until 13<sup>th</sup> July 2017. EW

**7.2.5** It was agreed to appoint Mr Ian Selkirk as Internal Auditor for 2017/18 if required. EW

**8. VILLAGE MAINTENANCE**

**8.1 Update on problems already reported.**

**8.1.1** The pothole on Toghill Lane by Rectory Farmhouse had been repaired

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

**8.2.1** A request for the removal of protective coverings from power cables on Church Road outside Inglenook and Hoddes Cottage had been made to the homeowner of Inglenook. EW

**9. SPECIAL MATTERS FOR ATTENTION**

**9.1** The Play Area Safety Inspection Report 2017 was lodged and it was noted that the area was designated low risk. Items noted which require actions will be passed to the Doynton Children's Committee. EW

**9.2** It was agreed the clerk will write to Mike Williams and John Spencer to thank them for cutting the Village Green last year and to advise them that DPC will refund green bin charges of £30 each on presentation of receipts if they are happy to undertake the same task this year. EW

**9.3** Three parishioners have volunteered to assist with the formation of the "Friends of Doynton Phone Box" although there is no clear volunteer to lead the group. Cllr Hart will ask Emerson's Green Running Club if they would like to renovate the box before work on the suggested ideas for the box commences. PH

**9.4** It was agreed unanimously not to purchase a new litter bin but Cllr Hart will ask Emerson's Green Running Club if they would like to renovate the bin in conjunction with the phone box project. PH

**9.5** None of Councillors wished to join the Joint Local Access Forum (JLAF).

**9.6** It was unanimously felt there was no need to comment at this stage on the suggestion the Cotswold AONB should become a National Park.

**9.7** The suggestion to use "Village Gateways" to curb excessive speeding within Doynton village was rejected after discussion as cost prohibitive. EW


**10 TO RECEIVE REPORTS OF MEETINGS ATTENDED**

*None to record.*

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

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18/7/17 

District Cllr. Reade advised that "Tracy Park" has plans to increase the number of bedrooms by 200 and they had been advised to outline their expansion plans to the Local Parish Councils.

**12 MATTERS OF INTEREST RAISED BY MEMBERS**

*None to record.*

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

*None to record.*

**14 DATE OF NEXT MEETING**

Tuesday 18<sup>th</sup> July 2017 at 7.30 pm

The meeting closed at 9.40 pm

Signed.....

Date..... 18 July 2017