

## Dundry Parish Council

### Minutes of the Meeting held on Monday, 11<sup>th</sup> June 2018 at 7.30 pm (These minutes are subject to approval at the next meeting)

**Chair:** Cllr Holger Laux

**In Attendance:** Councillors David Hurford, Jim Scott, Simon Fiddian, Amanda Scott, Ralph Gay

1 parishioner was present

**Clerk:** Judith Hoskin

<p><b>11/06/2018 - 2386 Apologies</b> had been received from Cllrs Maggie Keast, Tim Balli, Steve McCarthy, Nancy Jennings</p>																													
<p><b>11/06/2018 - 2387 Chair's welcome and introduction.</b> 2387.1. Cllr Laux welcomed all to the meeting.</p>																													
<p><b>11/06/2018 - 2388 Declarations of Interest by Councillors in items on the Agenda</b> 2388.1. There were no declarations of interest</p>																													
<p><b>11/06/2018 - 2389</b> It was resolved to exclude members of the press and public during Item 9.00 of the agenda (Playing Field)</p>																													
<p><b>11/06/2018 - 2390 Minutes of Previous Meeting</b> 2390.1. The minutes of the meeting held on Monday 14<sup>th</sup> May 2018 were approved as a true record (proposed Cllr J. Scott, seconded Cllr Hurford)</p>																													
<p><b>11/06/2018 - 2391 Crime Report and Neighbourhood Watch</b> 2391.1. No crime report had been received. 2391.2. The Clerk said that she had received a report of an attempted break-in on Broadoak Hill. 2391.3. A suspicious 'waste removal' truck full of rubbish had been seen in several locations round the village although not seen actually fly tipping. 2391.4. When reporting evidence found with some fly-tipping the Clerk had been in correspondence with the NSC officer who investigates fly-tipping incidents. This officer had been interested in the idea of working with parishes to help reduce fly-tipping. She suggested that this might be a good contact for the new 'Tidy up Dundry' group.</p>	<b>Clerk</b>																												
<p><b>11/06/2018 - 2392 Public Forum</b> 2392.1. Cllr Fiddian said that as yet no action had been taken over the 'waterfall wall', the bush round the Dundry Lane sign or improving the drainage on the A38. Signage for the new 50 mph speed limit was also inadequate. It was agreed to write to the NSC Chief Executive to complain about the continuing lack of action.</p>	<b>Clerk</b>																												
<p><b>11/06/2018 - 2393 District Councillor Report</b> 2393.1. There was no report from Councillor Wilton.</p>																													
<p><b>11/06/2018 - 2394 Finance</b> 2394.1. The financial report for June was approved (Proposed Cllr A Scott, seconded Cllr J Scott). 2394.2. The Chair signed the Clerk's time sheet. 2394.3. Payment of the following cheques was approved:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">100684 Zurich Insurance</td> <td style="width: 30%;">Insurance</td> <td style="width: 10%;">568.14**</td> <td style="width: 40%;">Fixed bills and subs</td> </tr> <tr> <td>100685 PCAA</td> <td>Subscription 2018 - 2019</td> <td>50.00</td> <td>Fixed bills and subs</td> </tr> <tr> <td>100686 J Hoskin (Total 415.00)</td> <td>May Salary</td> <td>375.00</td> <td>Clerk's salary</td> </tr> <tr> <td></td> <td>Data Protection Fee</td> <td>40.00</td> <td>Fixed bills and subs</td> </tr> <tr> <td>100687 S W Ambulance Trust</td> <td>Donation towards first</td> <td>100.00</td> <td>Frankie Fund</td> </tr> <tr> <td>(total £200.00)</td> <td>responders</td> <td>100.00*</td> <td>Community</td> </tr> <tr> <td>100687 Jody's Garden Services</td> <td>Village orderly</td> <td>391.75</td> <td>Village Orderly (other) Vi</td> </tr> </table> <p>*Under Section 137 ** Amount finalised and cheque signed after previous meeting 2394.4. It was agreed in future to pay the Data Protection Fee by Direct Debit and the mandate was signed.</p>	100684 Zurich Insurance	Insurance	568.14**	Fixed bills and subs	100685 PCAA	Subscription 2018 - 2019	50.00	Fixed bills and subs	100686 J Hoskin (Total 415.00)	May Salary	375.00	Clerk's salary		Data Protection Fee	40.00	Fixed bills and subs	100687 S W Ambulance Trust	Donation towards first	100.00	Frankie Fund	(total £200.00)	responders	100.00*	Community	100687 Jody's Garden Services	Village orderly	391.75	Village Orderly (other) Vi	
100684 Zurich Insurance	Insurance	568.14**	Fixed bills and subs																										
100685 PCAA	Subscription 2018 - 2019	50.00	Fixed bills and subs																										
100686 J Hoskin (Total 415.00)	May Salary	375.00	Clerk's salary																										
	Data Protection Fee	40.00	Fixed bills and subs																										
100687 S W Ambulance Trust	Donation towards first	100.00	Frankie Fund																										
(total £200.00)	responders	100.00*	Community																										
100687 Jody's Garden Services	Village orderly	391.75	Village Orderly (other) Vi																										

<p>2394.5. Cllr Laux said that the village hall committee had requested a contribution towards mains powered lighting by the gates and notice board. This would involve taking a cable under the car park. Councillors agreed in principle depending on quotations.</p> <p>2394.6. The Chair of the now disbanded Parish Plan Committee had suggested that the ring-fenced money (£67.03) for 'Parish Plan hospitality' was no longer required so good be put towards some other good cause.</p>	
<p><b>11/06/2018 - 2395 Playing Field</b></p> <p>2395.1. Cllr Laux reported on the consultation which had been held in the parish after the Annual Parish Meeting. This consultation asked whether Dundry Parish Council should attempt to negotiate a new agreement for the playing field and clubhouse directly with Chew Valley Football Club. A clear majority of the responses were in favour and in his opinion the Parish Council had a mandate to proceed.</p> <p>2395.2. It was therefore <b>RESOLVED</b> to make contact with CVFC to start negotiations. (proposed Cllr Fiddian, seconded Cllr A Scott)</p> <p>2395.3. It was agreed to write to CVFC as follows:</p> <ol style="list-style-type: none"> <li>1) Setting out the present position which was that Dundry Sports and Social Club had been given notice to cease using the far pitch on 31st July 2018 and the near one on 31<sup>st</sup> January 2019. Since the lease on the clubhouse was dependent on use of the playing field this would also cease to be valid on 31<sup>st</sup> January 2019.</li> <li>2) As a gesture of goodwill (and without prejudice) CVFC would be allowed to continue using the near pitch after 31<sup>st</sup> July.</li> <li>3) Before any discussions could begin DPC would need to see some formal documents relating to Chew Valley Football Club including: <ul style="list-style-type: none"> <li>• Their constitution or other governing document</li> <li>• The minutes of their last AGM showing appointment of officers</li> <li>• Contact details for the officers</li> </ul> </li> <li>4) The Parish Council would be reviewing the current lease and licence to determine whether they could be used as the basis for a new agreement.</li> </ol> <p>DPC would also write to the Somerset FA to ask them for confirmation that CVFC is a bona fide club affiliated to the FA. The Clerk would draft the letter and circulate it for agreement.</p> <p>2395.4. Once details had been received from CVFC the Recreation Ground working group would meet. Cllr Gay was reappointed to the working group.</p>	<p><b>Clerk</b></p>
<p><b>11/06/2018 - 2396 New Clerk</b></p> <p>2396.1. Interviews for the post of Clerk had been held on 5<sup>th</sup> June. Of the four candidates it had been decided to interview at the previous meeting two had withdrawn their applications leaving two. Both were strong candidates, but a choice had been made, references taken up and the candidate verbally offered the post which he had accepted.</p> <p>2396.2. The Clerk had prepared a draft contract and job description. The job description was agreed with slight amendments, but the Clerk wished to check some of the details of the contract with respect to statutory requirements. It was therefore agreed to send a letter outlining the main points, with a promise of a more detailed contract to follow, together with the job description. She would draft this letter and circulate it for agreement.</p>	<p><b>Clerk</b></p>
<p><b>11/06/2018 - 2397 Meetings attended</b></p> <p>2397.1. <b>Village Hall Committee</b> 17<sup>th</sup> May – Cllr Laux had attended this meeting and circulated the main points to councillors. (See also item 2394.5 above)</p> <p>2397.2. <b>Parish Councils Airport Association</b> – 16<sup>th</sup> May - The Clerk (as PCAA secretary) had attended and had circulated the minutes.</p> <p>2397.3. <b>Bristol Airport Consultation Event, Dundry Village Hall - 19<sup>th</sup> May.</b></p> <p>2397.4. The Clerk and Cllr Balli had attended this event which was part of the next stage of the Airport's Masterplan consultation for expansion to 20 million passengers per annum by 2050. Included in it was a consultation on a more imminent proposal for a planning application to increase numbers to 12mppa by the mid-2020s. The Clerk said that insufficient notice had been given for the event which was on the day of the Royal wedding. She thought it unlikely that many people had attended. She had circulated information about the consultation to councillors before the meeting.</p>	

<p>2397.5. DPC Response to overall Master Plan consultation – it was agreed that the proposals were not sufficiently detailed at this stage to make a response.</p> <p>2397.6. DPC response to proposal to increase capacity to 12 mppa by mid 2020s. The Clerk said that the airport proposed to increase the numbers of passengers to 12 mppa (half as many again as current numbers) without major changes to infrastructure. Cllrs agreed that the present infrastructure was already at breaking point. The plan included:</p> <ul style="list-style-type: none"> <li>• Alterations and extensions to the current terminal</li> <li>• Local alterations to the A38 at Downside Road and West Lane</li> <li>• Changes to airside infrastructure – including a new east pier and taxiways</li> <li>• Completion of the existing multi-storey car park in line with current permissions and a new MSCP next to it.</li> </ul> <p>2397.7. She would ask Cllr Balli if he would draft a response for circulation and agreement.</p>	<b>Clerk</b>			
<p><b>11/06/2018 - 2398 Forthcoming meetings</b></p> <p>2398.1. Meeting with Barrow Gurney and Long Ashton Parish Councils to discuss 'The Vale' – Cllrs Laux and J Scott, Clerk would attend this meeting concerning Taylor Wimpey's likely planning application for a development of several thousand dwellings in the Green Belt. At present North Somerset Council were not supporting development in the Green Belt but were under great pressure to provide more houses.</p> <p>2398.2. Bristol Airport 'Parking Summit' – Cllr Keast would attend this meeting. Unauthorised airport parking was not at present a serious problem in Dundry, but it was thought important that the parish should send a representative to the meeting.</p>				
<p><b>11/06/2018 - 2399 Road Safety –</b></p> <p>2399.1. Possible application for funding for a portable vehicle activated sign – The Clerk showed councillors information for a portable vehicle activated sign which could be mounted on existing posts and could be obtained with long-life batteries. It would also collect data about traffic passing it which would be useful evidence for a request to NSC for reducing speed limits. The cost would be around £2,500. She suggested applying for funding either from the Airport Diamond Fund or the Avon and Somerset Constabulary Road Safety Fund. Cllrs asked her to pursue this.</p>	<b>Clerk</b>			
<p><b>11/06/2018 - 2400 General Data Protection Regulations</b></p> <p>2400.1. The Clerk said that she had been told by ALCA that parish councils would not have to appoint a Data Protection Officer.</p> <p>2400.2. The Clerk had completed the 'Data checklist'. She said the main area for review was the way in which information was backed up to ensure that if Cloud storage was used it was GDPR compliant. The council also needed to develop a privacy policy and statement.</p>	<b>Clerk</b>			
<p><b>11/06/2018 - 2401 Planning</b></p> <p>2401.1. <b>Applications Received – none – noted Applications Approved by NSC - noted</b></p> <p>2401.2. <b>Applications Refused by NSC – noted</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">18/P/2560/ CQA</td> <td style="width: 33%;">Barn at Ashton View, Highridge Road, BS41 8JU</td> <td style="width: 33%;">Prior approval for change of use from agricultural building and land to 1no. dwelling</td> </tr> </table>	18/P/2560/ CQA	Barn at Ashton View, Highridge Road, BS41 8JU	Prior approval for change of use from agricultural building and land to 1no. dwelling	
18/P/2560/ CQA	Barn at Ashton View, Highridge Road, BS41 8JU	Prior approval for change of use from agricultural building and land to 1no. dwelling		
<p><b>11/06/2018 - 2402 – Reports</b></p> <p>2402.1. The Clerk's report had been circulated before the meeting and was noted.</p> <p>2402.2. There were no other reports.</p>				
<p><b>11/06/2018 - 2403 Correspondence</b></p> <p>NSC Recycling and waste collection changes - letters to North Somerset residents have been sent – <i>It was noted that the new system had not run entirely smoothly</i></p>				

There being no further business, the meeting ended at 10.05 p.m.

Copies of the full minutes of the meeting of Dundry Parish Council held on Monday 11<sup>th</sup> June can be found on the village notice boards, on the parish website ([www.dundry.org.uk](http://www.dundry.org.uk)) or obtained from the Clerk, Mrs Judith Hoskin – Tel: 0117 9642804, email: [parishclerk@dundry.org.uk](mailto:parishclerk@dundry.org.uk)  
Abridged versions are available in the Parish News and in the Chew Valley Gazette.

**The next full meeting of Dundry Parish Council will be held on Monday 9<sup>th</sup> July 2018**

If parishioners would like something to be included on the agenda, please notify a councillor or the Clerk by **Monday 2<sup>nd</sup> July**. You can also raise matters in the Public Forum but, depending on what they are, full discussion may have to be left to the following meeting.