

Dundry Parish Council

Minutes of the Meeting held on Wednesday 7th July 2010 at 7.30pm

(These minutes are subject to approval at the next meeting)

Chair: Cllr Holger Laux

In Attendance: Cllrs Steve McCarthy, Bee Peters, David Hurford, Nancy Jennings
District Councillor Hugh Gregor, WPC Jackie McDonald

Clerk: Judith Hoskin

2 parishioners were also in attendance

03/03/2010 733 - Apologies 733.1. Apologies had been received from Cllrs Kevin Smith, Duncan Pittaway, Richard Thomas and Maggie Keast and representatives of the Sports and Social Club.	ACTIONS
03/03/2010 734 - Chairman's Introduction 734.1. The Chairman welcomed those present. He reported that he had received a letter of resignation from Cllr Mike Gleave who was standing down for health reasons. He said that Cllr Gleave was to be thanked for his contribution to the Parish Council over the past few years, in particular for his hard work, commitment, and fund of local knowledge. Councillors joined Cllr Laux in sending their best wishes to Cllr Gleave.	
03/03/2010 735 - Declarations of Interest by Councillors in items on the Agenda 735.1. There were no declarations of interest.	
03/03/2010 736 - Minutes of the Meeting of Dundry Parish Council – 02/06/2010 736.1. The minutes of the meeting held on 2 nd June 2010 were signed as a true and accurate record of proceedings (proposed Cllr Hurford, seconded Cllr Peters)	
03/03/2010 737 - Crime Report/Neighbourhood Watch 737.1. Crime report for preceding month – WPC McDonald reported that in the previous month the following crimes had been reported: • 1 theft of a grit bin • 1 case of possible fraud • 1 cannabis possession (not a Dundry resident) • 3 cases of criminal damage, including spray paint to the crash barrier in the Hill Road turning circle. • 1 break-in to a garage where mountain bikes had been stolen. This was one of a series of similar crimes which the police thought might be connected. 737.2. Spray paint – permission for 'Restorative Justice' – a youth (not local) had been apprehended by police having just spray painted the crash barrier in the Hill Road turning circle. Police wished to apply 'Restorative Justice' to this case, where the youth would be supervised in cleaning up the damage. WPC McDonald said that this could not involve 'naming and shaming' as the case had not come to court. Councillors gave permission for the clean-up to take place. There was some discussion of the screen proposed by the landowner to prevent fly tipping. WPC McDonald was concerned that this would become a canvas for graffiti. She would ask the police graffiti team for advice, particularly about anti-graffiti paint. 737.3. Clean-up of spray paint not covered by the above – it was agreed to purchase specialist graffiti cleaner for other areas where there had been spray paint. 737.4. Neighbourhood Watch Report – Cllr Peters said that the newsletters were being delivered. Volunteers were still needed to cover a few areas.	Cllr Laux
03/03/2010 738 - Invited guest – A representative of the Sports and Social Club to discuss various issues. 738.1. Since apologies had been received from the Sports and Social club this discussion would be postponed until September.	
<i>At this point WPC McDonald left the meeting</i>	
03/03/2010 739 - Public Forum 739.1. A parishioner reported that there was a large amount of fly-tipping down Littleton Lane.	

He had reported this to North Somerset Council but they seemed reluctant to collect the rubbish because of the poor road surface. Cllr Gregor said that he would take this up Streets and Open Spaces.	Cllr Gregor
03/03/2010 740 - Bristol International Airport Planning Application 740.1. Update on planning Application – in the absence of Cllrs Thomas and Keast the Clerk reported that there had been no decision from the Secretary of State about the BIA Planning application. The Government had, as yet, no definite policy on airport expansion. 740.2. PCAA Meeting – The regular and Annual General meetings of the PCAA had been held on 22 nd June. The Clerk reported that there had been lengthy discussion of the letter sent by Blagdon Council and that a small working group had been set up to formulate draft 'working procedures' for the PCAA., to be submitted to the September meeting of the Association.	
03/03/2010 741 - Report from District Councillor Hugh Gregor 741.1. Cllr Gregor reported that he had been elected to chair North Somerset Council's Joint Safety Committee and Joint Consultative Committee, He had attended meetings of the Children and Young People's Scrutiny Panel, including one at the new Children's Centre in Banwell to meet the new locality Team Leader. On June 23 rd the North Somerset Schools Admissions Team had come to Winford to discuss the enlargement of Winford School and the closure of St Katharine's School, Felton. He had also attended the South Area Planning Committee meeting on the same day. He also reported that plans for concentrating NSC offices for the north of the District at Castlewood in Clevedon were going ahead.	
03/03/2010 742 - Finance 742.1. The financial report had been circulated with the agenda. It was agreed that costs for the Welcome packs should be shown as a separate item. 742.2. The chairman signed the Clerk's Time Sheet 742.3. Payment of the following Cheques was approved: 742.3.1. Cheque no 309: ALCA - £25.00 – New chairman's course 742.3.2. Cheque no 310: J Hoskin - £683.33 - June and July wages 742.3.3. Cheque no 311: Geni Printing - £75 – printing of covers for welcome packs 742.3.4. Cheque no 312: Elizabeth Quick – £19.75 - expenses for welcome packs 742.3.5. Cheque no 313: EDF Energy - £78.78 – streetlight. 742.3.6. Parish Online – payment of set-up fee when invoiced (£20.00) was authorised. 742.4. Street light costs – it was agreed to change from EDF Energy to E.ON	Clerk
03/03/2010 743 - Sign for car park 743.1. The Clerk had invited some quotations for a sign for the car park about overnight and lorry parking. There was some discussion of suggested size and materials and it was agreed that the sign should be approximately A3 in size, portrait in orientation (in the hope of reducing vandalism), stoved aluminium with anti-graffiti film. The Clerk was still awaiting one quotation and another company was suggested for her to contact.	Clerk
03/03/2010 744 - Parish Plan Report 744.1. General – Cllr Laux reported there had been a Parish Plan Meeting on 19 th June. Most of what had been discussed was covered elsewhere on the agenda. It had been decided that general meetings should be quarterly from now on. The next meeting would be in September. 744.2. Dundry Day – this had been a great success and had raised £280 for the Playground. It was agreed that it had been good to have a fund-raising objective and that this should continue, depending on which village organisation was most in need of funds at the time. It was also suggested that in future it would be worth considering holding the event on a Sunday.	
03/03/2010 745 - Chairmanship Course 745.1. Cllr Laux reported on the course for new chairmen that he had attended. He had circulated a summary before the meeting. He thought this had been a good course which contained material useful for all councillors. He highlighted the following points: • Power of Wellbeing & Quality Council status. These were schemes which parish councils could work towards which in theory gave them more status with District Councils. It was thought that these had been considered before and thought not to be appropriate for such a small parish, but Cllr Laux would investigate further to see what was involved. • Council Elections: These were due in May 2011. Since neither the Clerk nor the Chairman had been involved with the previous elections it was agreed that some research was needed into procedure and costs. Cllr Gregor undertook to find a contact in NSC who could advise.	Cllr Laux Clerk Cllr Gregor

Financial Regulations – Cllr Laux thought it would be useful to review the level at which three quotations were needed for work to be done.	
03/03/2010 746 - Ham Lane Resurfacing 746.1. The Re-surfacing of Ham Lane had been completed. This had eventually proceeded well, if more slowly than promised, but Cllr McCarthy said that communication from North Somerset Council had been very poor. It was agreed that a letter should be sent requesting that with any future works more emphasis should be placed on communication. 746.2. There had been a complaint about an existing drain being blocked which the Clerk had raised with NSC.	Cllr McCarthy Clerk
03/03/2010 747 - Missing grit bin 747.1. A grit bin had gone missing from Dundry Lane (downhill from Grove Farm). This was the one that it had been proposed should go in the cul de sac further up. It was agreed that this would now have to be provided in the next financial year.	
03/03/2010 748 - Play Area 748.1. A consultation on location of the playground had been circulated before the meeting. This had been sent to members of the Playground Group and various village organisations. After some discussion councillors voted for location B (between the village hall and the Sports and Social club). The reasons recorded were that this would be more visible from the car park and road for security, fitted in better with the existing buildings, and would be more sheltered than in the middle of the field. It was also agreed that location A was too close to the football field. Councillors were happy with the location of the play sculpture in the corner of the playing field and, as the landowner, agreed for it to be built. It was suggested that local residents should be consulted about the location of the independent play structures near the rear gardens of Crabtree Close. 748.2. Arrangements for future of playground Cllr Jennings explained that as part of the Stage 2 grant application she needed to have in place a plan for the future of the playground. She had circulated a proposal before the meeting. She pointed out that for the first five years responsibility would have to remain with a group separate from the Parish Council. This was one of the conditions of the grant. After some discussion it was agreed that the Parish Council would be willing to consider adopting the playground after the first five years, possibly operating in conjunction with a continuing playground group.	Cllr Jennings
03/03/2010 749 - Pre-school storage container 749.1. The map circulated for consultation by the playground group had revived discussion of the pre-school's container which research done by the playground group had revealed to be on land owned by the Parish Council. The new Chair of the Village Hall Committee had called a meeting of all interested parties later in the month. After some discussion it was agreed that a better place for the container might be near the containers owned by the Sports and Social club, if the S & SC were in agreement. It was stressed that this should still be a temporary measure, reviewed after a maximum of two years. It was agreed that Cllr McCarthy would attend the meeting and Cllr Laux would reply to the chair of the Village Hall Committee.	Cllrs McCarthy & Laux
03/03/2010 750 - Wildlife Survey 750.1. Cllr Peters reported that a survey of the wildlife near the footpath on Dundry Down would probably take place on 12th or 15th July. The survey would be carried out by BRERC (Bristol Regional Environmental Record Centre)	
03/03/2010 751 - Hill Top Walk and Footpaths 751.1. Cllr Peters circulated sample Hill Top Walk leaflets for councillors to comment on and perhaps try out the walk. She reported that she had walked some of the footpaths with Adrian Woolacott – NSC Rights of Way Enforcement and Access Officer. He had been very positive about helping Dundry to improve access and had taken note of the thorough audit of footpaths completed by a resident. Mr Woolacott had advised that some of the available resources should be put towards improving safety before advertising the walk. There was one stile in particular that needed improvement and he suggested that NSC should do the work and share the cost with the Parish Council. Councillors agreed in principle that at least some of the money presently available should be spent on improving access. Cllr Peters said that she was hopeful of	All

receiving additional grants soon. Mr Woolacott was keen to attend the September meeting to discuss how North Somerset Council can help Dundry PC improve rights of way.	
03/03/2010 752 - Celebration of 10 years of Little Down Wood 752.1. A walk and picnic would be held to celebrate ten years of Little Down Wood on August 22nd. Cllr Peters had prepared a poster and an article would be sent to the Chew Valley Gazette. 752.2. Cllr Peters asked councillors' opinion about additional trees offered by the Woodland Trust. It was agreed that fewer larger trees would be preferable to a large number of very small ones. A location for planting them was yet to be decided.	Cllr Peters
03/03/2010 753 - Welcome Packs 753.1. Bee Quick had agreed to continue to coordinate the village welcome packs. She had brought some to show councillors who were not aware what they contained and she explained that they were given to people who moved to Dundry to introduce them in as friendly a way as possible to the village.	
03/03/2010 754 - Village orderly 754.1. Progress on list of suggested duties – in the absence of Cllr Pittaway, who had been reviewing which tasks were in fact the responsibility of NSC, it was decided to postpone this discussion until the September meeting 754.2. Village Orderly Grant – councillors asked the Clerk to investigate whether this would be paid in the current year and whether it could be increased.	Clerk
03/03/2010 755 - Planning 755.1. Applications received: <i>(DPC comments in italics)</i> 755.1.1. 10/P/0890/F Alveare, Bridgwater Road, Dundry, BS41 8LU – retrospective application for amendments to annexe building - <i>This application is not seen as an annexe or extension but as a new four-bed house and should be treated as such. If an application had been made for a new four-bed house Dundry Parish Council would have expected a better design. However, the building as built is an improvement on the original design.</i> 755.1.2. 10/P/0898/F The Grove, 27 Dundry Lane, Dundry, BS41 8JG conversion of barns 1,2 and 3 into a two storey family annexe (A), single storey home office and single storey family annexe (B). New glazed door at first floor level and new window at ground floor level to west elevation. 10/P/0899/LB Listed building consent for the above plus internal alterations. <i>No objections, applications are commended for their well considered design and respect for the original buildings.</i> 755.1.3. 10/P/0962/F Land off Highridge Road, Dundry - Proposed new vehicular/pedestrian access onto Highridge Road. – <i>No Objections</i> 755.2. Applications Approved by NSC: 755.2.1. 10/P/0729/F Windwhistle, Downs Road, Dundry, BS41 8LQ – Erection of Conservatory 755.3. Applications Refused by NSC: None 755.4. It was agreed that, if necessary, a short meeting could be called to deal with planning applications over the summer break.	
03/03/2010 756 - Clerk's Report 756.1. The Clerk's report on the past month's activities had been circulated with the agenda. She noted that she had been told that work on the bus stop improvements should start on 12th July. 756.2. The Clerk said that over the summer she hoped it would be possible to undertake a review of the Council's Standing orders in the light of new model Standing Orders produced by the National Association of Local Councils. She thought that this would initially involve the General Group and the Chair. She hoped to do the same with the financial regulations and the insurance risk assessment.	

03/03/2010 757 - Correspondence of note 757.1. The following correspondence of note had been received <table border="0"> <tr> <td>757.1.1. ALCA</td> <td>Newsletter</td> </tr> <tr> <td>757.1.2. Woodland Trust</td> <td>Celebration pack</td> </tr> <tr> <td>757.1.3. NSC</td> <td>Speed Limit review – A38</td> </tr> <tr> <td>757.1.4. Dundry resident</td> <td>Objection to possible parking changes on the Mead</td> </tr> <tr> <td>757.1.5. Bishopsworth resident</td> <td>Fingerpost on Dundry Down</td> </tr> <tr> <td>757.1.6. NSC</td> <td>South Area committee agenda</td> </tr> <tr> <td>757.1.7. Blagdon PC</td> <td>Response to letter</td> </tr> <tr> <td>757.1.8. Stowey Sutton PC</td> <td>Response to Blagdon letter</td> </tr> <tr> <td>757.1.9. NSC</td> <td>Census - councillor handbook</td> </tr> <tr> <td>757.1.10. Yatton PC</td> <td>Comments on national Grid further consultation</td> </tr> <tr> <td>757.1.11. HSBC</td> <td>Bank statement</td> </tr> <tr> <td>757.1.12. PCAA</td> <td>Minutes of AGM & ordinary meeting</td> </tr> <tr> <td>757.1.13. ALCA</td> <td>Minutes AGM/Group Meeting 10 Jun 2010</td> </tr> </table>	757.1.1. ALCA	Newsletter	757.1.2. Woodland Trust	Celebration pack	757.1.3. NSC	Speed Limit review – A38	757.1.4. Dundry resident	Objection to possible parking changes on the Mead	757.1.5. Bishopsworth resident	Fingerpost on Dundry Down	757.1.6. NSC	South Area committee agenda	757.1.7. Blagdon PC	Response to letter	757.1.8. Stowey Sutton PC	Response to Blagdon letter	757.1.9. NSC	Census - councillor handbook	757.1.10. Yatton PC	Comments on national Grid further consultation	757.1.11. HSBC	Bank statement	757.1.12. PCAA	Minutes of AGM & ordinary meeting	757.1.13. ALCA	Minutes AGM/Group Meeting 10 Jun 2010	
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03/03/2010 758 - Items to be noted for discussion at next meeting 758.1. The following were noted particularly for inclusion in the next agenda. • Guest - Sports and Social club, various issues • Guest - Adrian Woolacott – NSC Rights of Way Enforcement and Access Officer – improving access. • List of suggested duties for village orderly																											

There being no further business, the meeting ended at 10.25pm.

Copies of the full minutes of the meeting of Dundry Parish Council held on Wednesday 7th July 2010 can be found on the parish website (www.dundry.org.uk) or obtained from the Clerk, Mrs Judith Hoskin – Tel: 0117 9642804
Abridged versions are available on the village noticeboards, in the Parish News and the Chew Valley Gazette.

The next meeting of Dundry Parish Council will be held on Wednesday 1st September 2010.