

Dundry Parish Council

Clerk: Judith Hoskin, Cross Cottage, East Dundry Lane, Dundry, Bristol, BS41 8NH

Tel: 0117 964 2804 Email: parishclerk@dundry.org.uk

Notice of Annual Meeting – Monday 8th May 2017, 7.30 p.m.

Dear Sir/Madam

I hereby give you notice that the Annual Meeting of the Council of the above named Parish will be held in Dundry Village Hall on **Monday 8th May 2017 at 7.30pm.**



Judith Hoskin - Clerk to the Council Dated this day, 3rd May 2017

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, and Human Rights.

“The Council acknowledges its continuing duty under the Race Relations (Amendment) Act 2000 and resolves that in the provision of its services due regard must be given to (i) the elimination of unlawful discrimination; (ii) the promotion of opportunity; and (iii) the promotion of good race relations between people of different racial groups”.

“No member of the public, job applicant, elected member, or employees shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”.

Dundry Parish Council Freedom of Information Act 2000.

On 11th December 2002, Dundry Parish Council adopted the Model Publication Scheme for Local Councils (Core Classes only). A copy of the scheme is available from the Clerk to the Council, telephone 0117 9642804. The documents referred to in the Scheme are held by the Clerk and can be inspected at a mutually convenient date, time and place. Copies of documents can be provided at a cost of 10 pence per A4 sheet plus postage, payable in advance.

Supporting Documents referred to in this agenda are available from the Clerk

Members of the public are welcome to arrive at any time after 7.00pm to talk informally to councillors before the meeting.

Business to be Transacted

1.0 Election of Chair

1.1. New Chair's signing of Declaration of Acceptance of Office

2.0 Election of Vice Chair

3.0 Apologies

4.0 Chairman's welcome and introduction

5.0 Declarations of Interest by Councillors in items on the Agenda

5.1. Declarations of interest

5.2. Requests for dispensation to take part in discussions on matters where councillors have declared an interest – n.b. for pecuniary interests these should be sent to the Clerk in writing as soon as possible after receipt of the agenda and no less than 24 hours before the meeting.

6.0 Minutes of the Meeting of Dundry Parish Council – 10/04/2017 - To Approve and sign

7.0 Crime Report/Neighbourhood Watch

7.1. Crime report for preceding month

7.2. Neighbourhood Watch Report

8.0 Public Forum - the Council will allow 15 minutes for items raised by members of the public

9.0 Report from Cllr Nick Wilton

10.0 Appointment of members to serve on the undermentioned Committees/Working Groups for 2017/18

- 10.1. Planning
- 10.2. Finance and general purposes
- 10.3. Playing Field
- 10.4. Streets and Open Spaces
- 10.5. Other – if required

11.0 Appointment of representatives to the following bodies for 2017/2018:

- 11.1. Consolidated Charities Trustees
- 11.2. Parish Councils Airport Association
- 11.3. Playground Group
- 11.4. Village Hall Committee
- 11.5. Broadband Initiative Group
- 11.6. Personnel Working Group
- 11.7. Other

12.0 Appointment of Councillors/others with special responsibilities for:

- 12.1. Neighbourhood Watch coordinator
- 12.2. Care of the Natural Environment
- 12.3. Health and Wellbeing
- 12.4. Tree Wardens
- 12.5. Website
- 12.6. Footpaths
- 12.7. Recycling initiative
- 12.8. Other – if required

13.0 Dundry Consolidated Charities and Symes Charities – report by Cllr Keast.

14.0 Finance

14.1. Financial Report (attached) – to approve

14.2. Clerk's time sheet

14.3. Approve Cheques paid/ to be paid:

100643	CPRE	Subscription 2017 - 2018	36.00	Fixed bills and subscriptions
100644	Judith Hoskin	April Salary	375.00	Clerk's salary
		Office supplies	37.30	General Admin
100645	Came and Company	Insurance	586.87	Fixed bills and subscriptions
	Information			
100646	Commissioner*	Data Protection	35.00	Fixed bills and subscriptions

*Consider paying by Direct Debit

14.4. Asset Register and Insurance

14.5. Annual Return

14.5.1. Approve and sign Annual Governance statement 2016 - 2017

14.5.2. Approve and sign Accounting Statement 2016 - 2017

14.6. Registration of Parish Council as employer

15.0 Annual Parish Meeting review and update on issues

15.1. General

15.2. Broadband – Cllr Laux

16.0 Playing Field

16.1. Sports and Social Club

- 16.1.1. Update on current situation.
- 16.1.2. Review solicitor's advice and agree next actions.
- 16.1.3. Mowing
- 16.1.4. Other actions

16.2. Miscellaneous

16.3. Recreation Ground bins and access code

16.4. Consider installing more obvious 'No dogs' signs on the playing field.

16.5. Disposal of Playground grass cuttings

17.0 **A38 speed limit.** Consider DPC response to emails from NSC regarding traffic speed and safety.

18.0 Meetings Attended

18.1. Parish Councils Airport Association – Clerk

18.1.1. Consider request from PCAA to send objection to NSC re money allocated to A38 study.

19.0 Planning

19.1. Planning Applications received:

17/P/1009/O Leavesden, Upton Lane, Dundry, BS41 8NF Outline application for the erection of 4 no. holiday accommodation units with details of access only. All other matters of appearance, landscaping, layout and scale reserved for subsequent approval

19.2. Applications Approved by NSC: (to note)

17/P/0457/F Glenside, Oxleaze Lane, Dundry, BS41 8LA Erection of an entrance porch, new external terrace with canopy over, alteration to some of the windows, over cladding to some of the existing volumes; following the removal of the existing front and rear porch.

19.3. Applications Refused by NSC (to Note)

17/P/0746/ Oxleaze Farm, Oxleaze Lane, Dundry, BS41 8LA Prior notification for the proposed erection of a new hay/straw/implement/machinery store **(full application required)**

17/P/0440/T 12 Yanleigh Close, Bristol, BS13 8AQ T1 oak - fell and replant; T2 oak - reduce crown over PO property back to boundary

19.4. Other Planning matters

20.0 Reports

20.1. Clerk's Report on past month (circulated with agenda)

20.2. Any other brief reports (not requiring discussion) – Councillors

21.0 Correspondence requiring action/discussion/noting (not dealt with elsewhere on the Agenda)

NSC Invitation to town and Parish Workshop 11th May a.m. W s M

21.1. Comments/queries arising from complete correspondence list (circulated with agenda)