



# ***Dodington Parish Council***

**MINUTES** of the Meeting of the **Community Leisure & Environment Committee** held at Dodington Parish Hall (Foxall Powell Meeting Room) on **Monday 5<sup>th</sup> February 2024** at **7.30pm**.

**PRESENT:** Councillors Richard Evans, David Fitt, Louise Harris, Christine Howard, Sarah Hurley, Adrian Hutton, Paul Hulbert, Sandra Jee, Jean Thomas and Chris Zapata (Chairing the meeting).

Also present: Hannah Saunders – Clerk to the Council – Clerking the Meeting & Pip Tymon – Deputy Clerk.

## **1. Apologies for absence and request for approval**

Apologies for absence were received from Cllr Laura Pearson Tong

## **2. Declarations of Interests Under Localism Act 2011 and Requests for Dispensations**

Cllrs Richard Evans, David Fitt, Adrian Hutton and Chris Zapata declared an interest in Item 6.4. Cllr Jean Thomas declared an interest in Item 12. They will refrain from comment / leave room.

There were no requests for dispensation.

## **3. Public participation**

There were no members of the public in attendance.

## **4. Approval of Minutes and matters arising from the previous meeting on 4<sup>th</sup> December 2023**

It was **RESOLVED** that the minutes, as printed and circulated, be confirmed as a true record. Cllr Chris Zapata signed a copy of the minutes.

Matters arising – not covered off during course of agenda:-

Clerk confirmed that Estates Officer has found someone that is willing to chain saw up logs left on site and remove – they are waiting until better / drier weather.

## **5. Planning Matters**

Decisions published on the SGC Planning Portal were noted and can be viewed in Appendix 1 attached to these minutes.

## 6. Grants to Consider

- Yate Town Council – Easter Extravaganza – it was unanimously AGREED to grant £100 to YTC for this event which is well received and a lot of local families benefit from.
- Yate Town Council – Yate Rocks! – Clerk confirmed that had paid monies to YTC in 23 – 24 for this event – so really it is for consideration in next financial year – so suggested DEFERRING – but also asking for some more information such as breakdown of costs, etc. Cllr Christine Howard stated that she would be able to get more information when Friends of Kingsgate Park have meeting regarding event.
- 1<sup>st</sup> Westerleigh Guides – no monies in budget for this – plus it doesn't meet grant criteria of supporting individuals. It was unanimously AGREED to respond inviting them to apply in next financial year – but for equipment that benefits the whole group.
- Dodington Allotment Association – *Cllrs A Hutton, D Fitt, R Evans and C Zapata left the room while this item was discussed – Cllr J Thomas took the chair.* Clerk explained that following last meeting – when members wanted to see a breakdown of costs – these had been received – so reason for having item on agenda was to see if members wanted to grant extra funds (they had already donated £300) now that they had clear breakdown. After due consideration it was unanimously RESOLVED not to grant any further funding at this time, but put remaining funds into EMR for any future costs / projects that the allotment association would like to apply for funding towards.

*Cllrs A Hutton, D Fitt, R Evans and C Zapata rejoined the meeting – with Cllr C Zapata taking the chair*

## 7. Wapley Bushes

Cllrs Paul Hulbert gave members an update on most recent works and planned work at Wapley for 2024 – including dates for events / work mornings (which can be viewed in Appendix 2 attached to these minutes).

A couple of items to note – the Conservation Group are spending on 2 large items over the coming year – new notice boards and pruning of the fruit tree's.

Following the death of John Davis at end of 2023 – and in keeping with tradition – it was duly approved to plant a tree at Wapley in the Autumn 2024. This tree will be planted along with one for the Late Dave Stimpson – and will start a new avenue of tree's going up the meadow from Besom Lane gate entrance towards Picnic Area. As with planting of tree's in previous year – Clerk to arrange with family – should they want to be present.

The avenue of most recently planted tree's (for Platinum Jubilee and late councillors Linda Boon and Robin Blake) have sadly been subject to vandalism and some knocks by tractor during grass cutting. Whilst walking in Wickwar Clerk saw that some more robust tree guards had been installed around the oak tree's that had been planted for the Platinum Jubilee. These were wrought iron (and costly started at £200 to purchase). Chris Belcher has mocked up a wooden version (which Conservation Group have seen / like). Photo was shown to members – and costings broken down.

Each tree guard will cost (materials / to make / install) £230 - £250. Have got (incl Paul's Oak Tree's) 10 tree's (plus the 2 new ones we are going to plant later in year).

As such it was duly discussed – and RESOLVED to spread the installation of tree guards over 3 years (leaving oak tree's until last). It was also agreed to replace the tree that had been damaged (replanting the damaged one up by picnic area).

- 3 guards to be installed before March 31<sup>st</sup> 2024
- 4 guards to be installed 24 – 25
- 4 guards to be installed April 2025

Clerk had received a request from Imanuel School to use Wapley Bushes in May 2024 for a fun run (the event they held in 2023 had been such a success they would like to repeat). The conservation group were happy with this – so long as event is run the same way (as there were no issues). Clerk will ensure this is the case. Date of event will be either 4<sup>th</sup> or 11<sup>th</sup> May 2024.

## **8. Play Area's and POS**

Clerk informed members that the replacement gate had been installed at Goldcrest, it would take a couple of weeks to bed in before checking it closes within the correct timeframe (8 – 10 seconds).

All other play areas are currently in order. Project officer is applying for Groundworks grant towards new play panels for Lilliput.

Following on from the last CL&E meeting when works to the boules court were discussed – it was noted that climbing wall / pods wouldn't work out. During the clearing out of the office – some photos of the area when planted with wild flowers were found. Cllr Jean Thomas passed them around and after discussion it was RESOLVED to tidy up the area / improve the soil and look to plant some perennial flowers and some wildflower seeds – working with Culverhill Students.

Clerk confirmed that there was nearly £1000 in the budget that could be used towards this.

Finally clerk informed members that one of the perimeter fences that the council are responsible for maintaining is in need of replacing. Several complaints have been received by local residents – and following recent hedge cut – the damage has become more evident. The fence in question has been repaired previously but the posts are now very rotten.

It was agreed to get quote for like for like fencing (plus another option) and bring to future meeting for approval.

## **9. QEII**

Members had reviewed the documents produced by landscape architect in relation to the proposed works for a pathway / running track at QEII using Section 106 monies.

Next stages were noted in that planning application will be submitted to SGC for consideration..Fee's for this application will be covered by Sec 106 fee's.

Members were keen to see this application progress.

**10. Allotment Association**

Cllr Richard Evans reported that 2 longstanding committee members will be standing down this year following 30+ years of service. They will remain allotment holders. An article is being included in the Spring Newsletter along with photo, and the allotment association are going to mark occasion at their meeting in June.

After due discussion it was agreed that the Parish Council should look to purchase a nice bench for Site 2 and install where Charlie and Betty normally sit (including a plaque dedicating bench to them).

**11. Garden Competition 2024**

Cllrs Richard Evans and Christine Howard had been disappointed with take up for competition over last couple of years and wondered whether it should be repeated.

Monies were budgeted for it – and when matter was previously discussed it was felt that competition should be run for a further year as momentum was beginning to build.

As such it was agreed that dates be brought forward so that nominations be received by end of May and judging take place mid June (several people had felt July / August was too late).

With regards the rules and regulations – no previous first prize winners are allowed to enter.

As the newsletter is going out earlier this year – and there is an article about last years winner – details of the competition will be included.

PMN – all information for the competition has been published on website – and posters will be in all notice boards by mid-February. Members are urged to promote competition as well.

*Cllr J Thomas refrained from comment / left room during next item.*

**12. License for Hedge / Verge adjacent to Tern Inn Car Park**

Clerk had this item on agenda – as given fact that variation of conditions had been approved – she was expecting the hedge to have been removed.

As it hasn't been – just to reiterate that will look to sign license and take over once hedge is removed and new fence installed. Members were in agreement with this.

*Cllr J Thomas returned to the room.*

**13. Climate & Nature Emergency**

Members were reminded about next working group meeting scheduled for Monday 26<sup>th</sup> February 2024. Deputy thanked those that had already responded to the meeting invitation and reminded everyone of need to be quorate.

Deputy Clerk asked members for a steer as to whether they wanted to keep LNAP (Local Nature Action Plan) as part of the Climate and Nature Emergency – or have as a separate working group. There were pro's and con's to each.

After due consideration it was recommended by Cllr Paul Hulbert to keep the current group – as Climate and Nature Emergency only – and progress with the action plan, etc. He would then put some words to a future agenda – specifically for the LNAP.

Cllr Louise Harris reminded everyone that it was Climate and Nature Emergency – so long as that wasn't forgotten by separating out.

Deputy Clerk updated members on grant application that is currently being completed for WECA levelling up grant. It is due to be submitted by 16<sup>th</sup> February 2024. Whilst researching costs for Solar etc. another factor that has come up (and is also linked with work to the council chambers) is that the hall is currently on single phase electrics – and the consumer unit has no spare ways. Potentially instead of putting new consumer unit in for single phase possibility of upgrading to three phase has been discussed with electrician.

It was agreed that as an aside to grant application – this should be considered with an application being made to National Grid to get a quote for what work would cost. Deputy Clerk has received information through from SGC regarding a Climate & Nature Summit that is being held on 22<sup>nd</sup> February 2024. This is an annual event, facilitated by Matthew Lipton and team – and is a good opportunity for networking, details will be forwarded to all.

#### **14. Summer Playscheme**

Dates for 2024 summer playscheme were confirmed (given when summer term ends and taking into consideration inset days).

It will be 2 weeks from Mon 29<sup>th</sup> July 2024 – Friday 9<sup>th</sup> August 2024 incl.

Looking at hours of operation for summer playscheme – whilst members were keen to look at longer hours (9:30 – 3pm) before making decision they asked that officers looked back at comments from parents / carers to establish whether there was an actual need for this – or is this just something that members are perceiving.

Concern over longer hours is how lunch time is handled (with pack lunches) and extra activities required and staff welfare – as they would need to have a break as well.

Clerk confirmed that she and project officer would take all of this on board when producing report for Full Council. The item will be on the agenda on 19<sup>th</sup> February 2024 – with report being sent out ahead of time.

#### **15. Budget**

YTD Spend v Budget was reviewed – with it noted that the committee was on target as of Month 10 – having spent 70% of budget.

EMRs were reviewed – with what had been spent (Woodchester Play Area, Ash Dieback Tree Works).

**16. Items to report**

1. Cllr David Fitt requested that feedback from Open Morning on 27<sup>th</sup> January be included on forthcoming agenda – plus would like some consideration given to delivery of newsletters on one street....
2. Clerk informed members that she had heard back from SGC regarding renewal of leases. She had been warned that due to level of work that the property team currently have – nothing will be undertaken prior to May 2024 – but they are aware of situation – and they believe that lease re Raysfield will stay with them – not be transferred to the new Multi Academy Trust that school will be transitioning to.
3. Clerk confirmed that all on target for getting copy to printer for newsletter by end of week (and thanked those that had sent info in).
4. Clerk informed members that there would be an item on next Full Council agenda regarding ‘site safety’ at Raysfield – this is following issues that school / parish council are experiencing with parents / carers coming on to site with vehicles when they shouldn’t be at school drop off / collect time. School staff and parish council staff have been at the receiving end of verbal abuse from parents / carers when they are challenged about entering site – parking in hall car park.
5. Clerk wanted to check that members were comfortable with the set up in Foxall Powell room for meetings for next few months – it was agreed that so long as members of public weren’t in attendance it was sufficient. Clerk stated that if knew in advance that it was going to be a busy meeting with MOP – then would look to either start a bit later – or liaise with Brownies to finish a little earlier.
6. Cllr Chris Zapata wanted members to think about fibre being installed to hall / chambers whilst current work is ongoing – as he thinks it will be quicker. Clerk will speak with IT guy and electrician and look at contract with ZEN and have on future agenda when works are to be discussed.

The next meeting for the Community Leisure & Environment Committee **Monday 8<sup>th</sup> April 2023 (Foxall Powell Room)**

As there was no further business – the meeting was closed at 9.45 pm with Chair thanking Everyone for their time.

Signed ..... Committee Chair

Date ..... 8<sup>th</sup> April 2024

## **APPENDIX 1**

### **P23/03137/HH|**

Erection of a single storey rear extension to form additional living accommodation. (Re submission of P23/01659/HH)|

125 Kingscote Yate Bristol South Gloucestershire BS37 8YG

### **REFUSED**

The proposed development, due to its size and location adjoining an existing rear extension on the boundary of the property, would have an adverse effect on the residential amenity of the neighbouring occupiers at 124 Kingscote, by reason of an overbearing impact and creation of an oppressive outlook for both the dwelling and the private amenity space. The development would also be contrary to policies PSP8 and PSP38 of the South Gloucestershire Local Plan: Policies, Sites and Places Plan (Adopted November 2017), and, the South Gloucestershire Householder Design Guide (Adopted March 2021).

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### **P23/02983/RVC|**

Variation of conditions 2,6,7,8 and 10 and removal of condition number 16 attached to planning permission P21/06188/F. Erection of a convenience store with 9 no. flats above, with associated access and parking|

Land Adjacent To Tern Inn Heron Way Chipping Sodbury Bristol South Gloucestershire BS37 6XW

### **APPROVED**

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### **P23/02808/F|**

Erection of 1no. storage building (Class B8) with associated works. |

Land At Wapley Poultry Farm Sodbury Lane Westerleigh Bristol South Gloucestershire BS37 8RR

### **REFUSED**

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### **P23/02286/F|**

Alterations to existing boat house, including replacement of structural members and change of external finish. |

Dodington House Dodington Lane Dodington South Gloucestershire BS37 6SL

### **APPROVED**

## **APPENDIX 2- ENVIRONMENTAL EVENTS PLAN FOR 2024 - 2025**

**Covering Wapley and other local events.**

**Wapley events are shown in bold.**

*Community Engagement events are shown in italics.*

**Tue 23 Jan 2.00 pm *Slide show & talk for Civil Service Retirement Fellowship at Yate Parish Hall (PH)***

Sat 10 Feb 10.00 am Primrose Bank work morning

**Sun 18 Feb 10.00 am Wapley tree planting + cut round bug hotels**

**Sun 9 Mar 10.00 am Wapley tree planting + clear round Lower Meadow plum and apple trees**

Sat 20 April 10.00 am Goose Green work morning

**Sun 12 May 10.00 am Wapley spring clean, Orchard wildflower plug planting**

**Wed 22 May 7.00 pm AGM and Committee Meeting**

**Summer 2024? Green Flag assessment**

- "Mystery Shopper" visit this year - some time between July 2024 and July 2025!

***Late June, early July? Public event – Photo walk (2 pm) – plus photo competition?***

**Sat 6 July 10.00 am Wapley deep clean and cutting back**

**June / July? In Bloom assessment**

***July? Stall at Ageing Better Festival, Yate Shopping Centre***

**Sept? 10.00 am Wapley Work Morning – clearing stream etc**

***Sept? 2.00 pm Autumn public event***

Oct? 10.00 am Kennedy Way Pond work morning

Oct? 10.00 am Kingsgate Park Nature Reserve work morning

**Late Nov? 10.00 am Wapley maintenance or tree planting**

N.B. We only had the two outdoor events planned for Wapley – do we want more public events? Other thoughts:

Wapley Family Summer Walk

Other guided walks e.g. Climate Change

Walk with Raysfield Cubs based on Jubilee routes, but with activities included (PH)

Fungus Foray

Bat Walk