



# ***Dodington Parish Council***

**DRAFT MINUTES** of the Meeting of the **Planning & Transport Committee** held in the Council Chambers adjacent to Dodington Parish Hall on **Monday 8<sup>th</sup> July 2024** at **7.30pm**.

**PRESENT:** Councillors David Fitt, Christine Howard (Chairing Meeting), Paul Hulbert and Jean Thomas.

Also present: Clerk – Hannah Saunders (Clerk for meeting), Deputy Clerk – Pip Tymon.

Meeting was just quorate – 4 members required / 4 present.

## **1. ELECTION OF CHAIR FOR COMMITTEE**

Clerk recommended that official election of Chair be deferred to next Planning and Transport Committee meeting when hopefully there would be more members present making it an easier and more democratic process.

Cllr Paul Hulbert proposed that this be best way forward – Cllr David Fitt seconded this and it was RESOLVED to defer this item.

## **2. TO ELECT A CHAIR FOR MEETING**

Cllr Paul Hulbert proposed that Cllr Christine Howard chair meeting – this was seconded by Cllr David Fitt and RESOLVED

## **3. APOLOGIES FOR ABSENCE AND REQUEST FOR APPROVAL**

Apologies were received and accepted from Cllrs Adrian Hutton, Chris Zapata, Bob Graham, Sarah Hurley, Sandra Jee, Richard Evans and Louise Harris.

## **4. ELECTION OF VICE CHAIR FOR COMMITTEE**

As per Item 1 despite receiving emails from 2 councillors happy to stand as Vice Chair – Clerk recommended deferring item and this was unanimously RESOLVED.

## **5. DECLARATIONS OF INTEREST UNDER LOCALISM ACT 2011 AND REQUESTS FOR DISPENSATIONS**

Clerk explained to members present that due to meeting just being quorate – if there were any declarations of interest it would be advisable to grant dispensation for quoracy– so that meeting didn't become in quorate and meeting have to be suspended.

Reviewing the agenda, Cllr Jean Thomas would normally declare an interest with regards Tern Car Park (item 9) – it was agreed unanimously in order for business of meeting to continue that Cllr Jean Thomas be granted dispensation.

## **6. PUBLIC PARTICIPATION**

NONE

## **7. MINUTES OF AND MATTERS ARISING FROM THE PREVIOUS MEETING ON 15<sup>th</sup> APRIL 2024**

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

Matters arising – not covered during course of agenda:-

There has been no correspondence or updates from RWE regarding Mousewell Farm Solar and their website just states Project in Development.

Clerk updated members regarding the Fire Alarm / Maintenance contract – and explained that some additional smoke detectors were to be fitted going forward. Same company now responsible for fire alarm, smoke detectors, emergency lighting and extinguishers.

Third new bus shelter has be installed and the repair carried out accordingly to Shireway shelter.

Clerk still chasing Octopus for the 3 phase switch over, and Clerk confirmed that she hasn't heard anymore from Ward Councillors re the tarmac / road surface that is breaking up on Rodford Way (following repairs).

## **8. PLANNING MATTERS**

Planning Matters covered can be viewed in Appendix 1 attached to these minutes.

## **9. QEII PLAYING FIELDS**

Following previous weeks CL&E Committee Meeting – the revised plans for circular footpath at QEII had been submitted to Planning Officer at SGC. Re-consultation had begun – with the consultees having until Sat 13<sup>th</sup> July 2024 to make comments. (To date no comments have been published on the planning portal).

Hopefully by Full Council – clerk will have some further updates for members.

## **10. TERN INN CARPARK DEVELOPMENT**

Clerk updated members regarding lease. There were still some area's that needed correcting / clarifying – so matter is still ongoing (in hands of solicitors). In particular the plan.

DPCs solicitor is going to find out more regarding the management company going forward, and also see about putting a figure to the share DPC are responsible for paying for the shared access / road areas.

With regards the tidying up outside shops – the estates officer is happy to get Culverhill pupils involved with weeding, etc. from September. Clerk is trying to ascertain who is responsible for the wall – as one of the retaining walls adjacent to footpath is crumbling away – and prior to too much work being carried out tidying up – Clerk would like to see any repairs carried out.

## **11. BURIAL GROUND**

Clerk informed members that a date had been agreed for meeting with various stakeholders regarding the Burial ground and potential for extension. Meeting to be held in new council chambers.

Members reviewed draft consultation document – and agreed the questions / layout and that a small map and a photo / photos should be included. Clerk to work on this with Project Officer and look at quote from Reed Printing.

It was confirmed that it wouldn't be printed until after the meeting.

Burial Fees were reviewed and compared to other local facilities. After due consideration it was proposed by Cllr Paul Hulbert and seconded by Cllr David Fitt to increase all fee's related to St Peter's burial ground by 10%. This to be from 1<sup>st</sup> September 2024 – details to be published on website.

## **12. SPEED REDUCTION SURVEY**

The speed reduction survey was sent out with Newsletter earlier this year and was available on line as well.

There were nearly 70 responses in all – and Clerk shared an insight to the results with members.

It was agreed to produce some charts for each question – so visually it was easier to interpret – and for Clerk to share redacted results with members so they could read the comments (which are harder to capture).

Once further analysis has been carried out and council can establish if there are any patterns – then they will be better placed to agree way forward. It is felt that information regarding Quiet Lane Status could be shared with South Ward resident who applied for this from SGC earlier in year. It was also agreed that Ward Councillors should be involved.

## **13. COMMUNITY ENERGY WORKSHOP**

Cllr Jean Thomas and Deputy Clerk attended this workshop earlier in month and reported back to members. The event was hosted by Climate Acton Yate & Chipping Sodbury in partnership with Centre for Sustainable Energy and Bristol Energy Cooperative. (copy can be seen in appendix 2 attached to these minutes).

## **14. CAR PARK BARRIER**

Following completion of installation of the new car park barrier – and working with it for last month – Clerk wanted members to agree payment of donation from council. At Full Council Meeting in March 2024 (min ref 243/24) a donation of £1000 was suggested.

As such it was proposed by Cllr Paul Hulbert and seconded by Cllr Christine Howard and RESOLVED that £1000 be paid to the school on next pay run.

**15. WORKS TO COUNCIL CHAMBERS**

Clerk updated members on progress – with the snagging (it is nearly all completed and Clerk is expecting final invoice soon)

Clerk took members through final items required for chambers / offices (storage units / desks, etc) It was unanimously RESOLVED to order final bits.

It was agreed that an Official Opening would be great – that early evening during week would be best (looking at October time).

PMN – Wednesday 16<sup>th</sup> October 2024 looks best date in diary for event...Clerk to put further details on Full Council agenda.

**16. FINANCE MATTERS**

Clerk took members through YTD spend for committee against Budget and all was found to be in order.

**17. ITEMS TO REPORT**

- 1) Cllr Paul Hulbert informed everyone that Wapley had been successful in achieving Bees Needs award again, along with Green Flag and IYN judging would be following week. The conservation groups recent work morning had been successful, and Cllr Paul Hulbert confirmed that all hedges were carefully checked for nests prior to any cutting going ahead. He is hoping to attend In Bloom awards later in year, which are being held in Bath.
- 2) Clerk informed members that whilst hedge cutting / tidying up outside Lilliput Park (adjacent to Kingfisher properties 20 – 30) estates officer had hit a stone that had flown up and damaged a window pane in front door. Clerk has ensured all safe and matter is being handled by insurance company. Brass (not) on the Grass poster circulated – along with draft advert for Voice. Members liked both of them.

The date of the next Planning Committee meeting – Monday 5<sup>th</sup> August 2024.

As there was no further business – the meeting was closed at 9.26pm.

Signed ..... Committee Chair  
 Date .....

## **APPENDIX 1**

Planning Applications Considered (as per SGC Planning Portal):-

### **P24/01509/PNH**

The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 4m, and for which the height of the eaves would be 2.5m|

233 Blaisdon Yate South Gloucestershire BS37 8TT

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?keyVal=SFFU92OKIIO00&activeTab=summary>

*Members had no issues with this planning application*

### **P24/01526/LB**

Internal alterations to provide a fire escape stair from the second floor bedrooms to the first floor.

Dodington House Dodington Lane Dodington South Gloucestershire BS37 6SL

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?keyVal=SFLFMVOKIMO00&activeTab=summary>

*Members had no issues with this planning application*

### **P24/01351/HH**

Erection of single storey side and rear extensions to form additional living accommodation. (Resubmission of P24/00901/HH ).

47 Lilliput Court Chipping Sodbury South Gloucestershire BS37 6EB

<https://developments.southglos.gov.uk/online-applications/applicationDetails.do?keyVal=SEK1VEOKHJP00&activeTab=summary>

*Members appreciate the request for Tree Survey/Arboricultural Implications Report to be carried out once application determined.*

*They would ask that if LPA moved to approve application - then this is made a condition of planning.*

*They would also request that the recommendations from report be taken on board prior to commencement of building works.*

## **APPENDIX 2**

Brief report on workshop

Hosted by Climate Acton Yate & Chipping Sodbury in partnership with Centre for Sustainable Energy and Bristol Energy Cooperative.

Attendees = 15 including Sally Paterson, Emma Morrison, Steve Spooner.

Purpose of workshop = discuss the current ways electricity is produced which then lead onto the aim “to move away from fossil fuels that produce carbon dioxide on to renewable energy”.

Workshop – South Glos split equally into 4 areas with the group split into 3 to discuss different renewable energy methods (solar farms / wind turbines / anaerobic digestion) and how many of each we thought could be placed within the 4 areas of South Glos.

All 3 groups answers feed into table and overage averages for each of the SGC 4 areas used to highlight costs / benefits etc.

This report will be emailed out in due course.

Although the workshop was free aim of it was to spread the word regarding Bristol Energy Cooperative.

Bristol Energy Cooperative is a “not for profit organisation set up in 2011 to reduce carbon emissions and strengthen our community”.

They raise funds through community shares – with each shareholder becoming a member and co-owner of the cooperative.

They offer Community-owned rooftop solar installations where grants are available.

Suitable rooftops flat / facing west/south/east – not in need of imminent repair / pref at least 200 m2 unshaded area.