



Dodington Parish Council

MINUTES of **Full Council Meeting** of the Parish Council held in Council Chamber adjacent to Dodington Parish Hall on **Monday 24th June 2024** at 7.30pm.

PRESENT: Councillors Richard Evans, Bob Graham, Paul Hulbert, Adrian Hutton, Jean Thomas and Chris Zapata (chairing the meeting)

ALSO PRESENT: Hannah Saunders Clerk to the Council – Clerking the Meeting, Pip Tymon – Deputy Clerk, Liz Hazelby – Project Support Assistant (until 7:45pm), Ken Thomas (Estates Officer) until 7:45pm & Ward Councillor Marilyn Palmer (until 8:15pm).

276/24 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Sandra Jee, Sarah Hurley, Louise Harris, Christine Howard, David Fitt, Laura Pearson Tong and Ward Councillors Cheryl Kirby & Ben Stokes.

277/24 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATION

None.

278/24 PARISHIONERS QUESTIONS

Member of public had asked Cllr Paul Hulbert to try and find out when works at car park by Tern were due to be completed, and traffic lights go.

Clerk updated members – stating that the last email received from Green City Homes indicated that they would be complete on site in 2 weeks. Email was received on 24th June – so anticipating for them to be finished by 8th July.

288/24 ASHDIEBACK / WAPLEY

Chair agreed to bring this item forward – to allow Project Support Assistant and Estates Officer to leave early.

PSA explained that members of working group had met – and reviewed the quotes received following tender process for next lot of Ash Dieback work needed at Wapley.

Out of the companies that had quoted – there was only one that had satisfied the brief fully – and the working group were recommending to council that the contract be awarded to this company – the price was in line with others – and the company would remove the wood from Wapley – which is essential for future works, planting and safety.

It was unanimously agreed to appoint company A to carry out the works at a cost of £17,350.

PSA confirmed that Company A was Wildwood Tree Care.

CLlr Paul Hulbert wanted the meeting to acknowledge the hard work that Liz and Ken had put into the tender process – and to formally thank them.

Liz & Ken left the meeting.

279/24 TO APPROVE MINUTES OF FULL COUNCIL MEETING

It was resolved that the minutes of the Annual Parish Meeting on 13th May 2024 as printed and circulated were a true record – and were duly signed by Cllr Chris Zapata.

Matters arising – to be covered off later in meeting (item 8 – min ref 283/24).

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Matters Arising that won't be covered off during course of agenda:-

- Despite forwarding details of issues with re surfacing of Rodford Way and Shireway onto Ward Councillors again – Clerk hasn't heard anything / received any updates – and roads continue to get worse.
- Clerk has heard nothing further from RWE regarding plans for Solar Farm at Mousewell Farm, Chipping Sodbury. Their website states Project in Development.

280/24 COMMITTEE MEETINGS

It was noted that minutes from recent committee meetings would be approved at next relevant meeting.

CL&E – on 1st July

Planning – on 8th July

F&GP - on 15th July

281/24 PLANNING MATTERS

Applications considered can be viewed in Appendix 1 attached to these minutes.

282/24 STANDING ORDERS TO REVIEW

Members had reviewed the draft document that had been circulated with the agenda, and went through the highlighted queries.

After due discussion it was agreed to adopt the Standing Orders with minor amendments.

A copy of updated Standing Orders can be found by following link below:-

<https://www.dodingtonpc.org.uk/download/dpc-standing-orders/>

283/24 APPOINTMENT OF REPS ON TO OUTSIDE BODIES

Members had received draft briefing document re appointment of reps to outside bodies with agenda. After due discussion, a few minor amendments were made / words changed – and it was agreed that it was a useful document that over the course of year information could be added to as it was gathered by officers / councillors.

Deferred from AMPC – the last few appointments of reps to outside bodies were confirmed.

- Cllr Jean Thomas to become rep for Shopmobility.
- Cllrs Paul Hulbert and Christine Howard to remain as reps for Sodbury TIC.
- Cllrs Paul Hulbert, Christine Howard and Adrian Hutton to remain as reps for Wapley Bushes Conservation Group.

Clerk updated members on email received from Alex Swatton re status of Priority Neighbourhood Steering Group – and it was agreed following the election to arrange a meeting as Alex suggested – and see what peoples thoughts were going forward – if there were other forums / meetings that met demands – or if something else was required.

With regards the Honorary Warden at Wapley – Isabel Ryan had confirmed that she was no longer in a position to carry out this role – as she very rarely got up to the woods.

Krystyna and Bob Hutchinson are happy to take this on – as they are both over at Wapley on a daily basis.

It was agreed to acknowledge Isabel (and Berts) contribution over the year – with Chair delivering a card / plant for them as a token of appreciation.

284/24 TO RECEIVE REPORT FROM INTERNAL AUDITOR

Members received a report from Internal Auditor – Mrs Pat Trull. They expressed their gratitude to officers for all their work over the year that led to internal auditor not finding any issues with processes in place.

285/24 TO RECEIVE & APPROVE ANNUAL GOVERNANCE STATEMENT

Clerk took members through the Annual Governance Statement and it was proposed by Cllr Adrian Hutton and seconded by Cllr Jean Thomas and RESOLVED to approve the Annual Governance Statement.

This was duly signed by Chair and Clerk.

286/24 TO RECEIVE & APPROVE STATEMENT OF ACCOUNTS FOR 2023 – 24

The Statement of Accounts for 2023 – 24 were received. It was proposed by Cllr Adrian Hutton and seconded by Cllr Paul Hulbert and RESOLVED to approve the Statement of Accounts for 2023 – 24.

These were duly signed by Chair and Clerk.

287/24 TO NOTE DATES FOR EXERCISE OF PUBLIC RIGHT

The dates for Exercise of Public Rights will be from Friday 28th June – Thursday 8th August 2024. Notices will be published on website and notice boards accordingly.

Cllr Marilyn Palmer left the meeting

288/24 (ASHDIEBACK WAS COVERED OFF AT START OF MEETING)

289/24 TERN INN

Clerk informed members that lease for car park has now been received by Wards Solicitors and they are checking it over compared to lease appendix to agreement to lease document. Green City Homes have said that they will be completed on site in 2 weeks (so by 8th July 2024 approx).

Clerks concern is that the Lease is with the landlords currently – but it will be passed over to management company. Clerk doesn't want the Parish Council to incur more expense for this – as this isn't what we were led to believe initially.

Makes it difficult to sort out a car park management company – and also means that people will probably start using car park prior to lease being signed and convenience store being open – this won't be matter for parish but the developers.

Matter will be included on Planning and Transportation Committee Agenda for further updates.

290/24 ADVERTISING

Following the last 3 months advertising in the Yate & Sodbury Voice – members discussed if they wanted to take out any further space for advertising.

After due consideration – it was agreed to take another 3 months –(Aug – Sept – Oct) and advertise Parish Hall, Foxall Powell Room and Newly refurbished Council Chambers.

291/24 FINANCE MATTERS

Payments received / made in May were reviewed. All in order.

Bank reconciliation for May was received by members and approved / signed.

As there are still some items of snagging to be carried out – final bill note yet received from NKS.

Meeting went into closed session SO 3d and minutes are recorded confidentially.

292/24 STAFFING MATTERS

Closed session ended

293/24 ITEMS TO REPORT

Cllr Jean Thomas wanted to check when monies were going to be spent tidying up the front of shops / pub.... The clerk confirmed Greening up the Highstreet Grant had been received – not looking at spending any of this / doing any work – until car park site is complete.

Cllr Richard Evans informed members that little motorbikes have been seen being ridden on footpaths...Clerk stated that this really needed reporting to police at the time.

Cllr Paul Hulbert informed members that the 'It's Your Neighbourhood' judging will be taking place on morning of Tuesday 16th July 2024 – and if possible, he would like Ken / Daniel to concentrate on clearing footpaths up in Wapley and Sargaents Bridge. With regards the work that Ken has been doing with Culverhill School – it would be great if he could attend the first part of the judging / walk around.

Cllr Paul Hulbert also feels that with the change to meeting dates perhaps those councillors that are involved in the Yate & District Transport Forum may want to join the Zoom meeting

in chambers – prior to F&GP Committee Meeting (this was agreed).

Cllr Paul Hulbert will be taking part in a 'Dragons Den' style event that is being held in Chipping Sodbury next month.

Clerk reported that she had met Mayor of Yate at Yate Rocks event – and he is keen to have a meeting of Mayors and Chairs – and work closely with Dodington PC.

There has been some vandalism in the QEII Memorial Garden – tree's have been damaged – with branches snapped off.

Information regarding Yate Ageing Better Festival on Wednesday 17th July 2024 had been received and was circulated.

Cllr Adrian Hutton reported vandalism on litter bin at bottom of Love Lane (by Lilliput Park). Clerk confirmed that SGC Streetcare had informed her – and they were making safe. That bin is SGC responsibility.

As there was no further business the meeting was closed at 9.33pm – with Chair thanking everyone for attending.

Next meeting of Full Council – 22nd July 2024

SignedChair

Date 22nd July 2024

Appendix 1

Planning Applications Considered at Full Council Meeting 24/6/24

P24/01361/HH

132 Finch Road, Chipping Sodbury, S Glos. BS37 6JB

Erection of single storey side and front extension to provide additional living accommodation.

After due consideration members agreed they had no issue with the proposals.

P24/01452/HH

22 Brockworth, Yate, S Glos. BS37 8SJ

Erection of a single storey rear extension to form additional living accommodation.

After due consideration members agreed they had no issues with the proposals.