



Dodington Parish Council

DRAFT MINUTES of **Full Council Meeting** of the Parish Council held in Council Chamber adjacent to Dodington Parish Hall on **Monday 18th November 2024** at 7.30pm (started at 7:45pm).

PRESENT: Councillors Richard Evans, David Fitt, Louise Harris (from 7:40pm), Christine Howard, Paul Hulbert, Adrian Hutton, Oliver Lodge, Jean Thomas, Karl Tomasin and Chris Zapata (Chairing Meeting)

ALSO PRESENT: Hannah Saunders Clerk to the Council – Clerking the Meeting, Pip Tymon Deputy Clerk to the Council and Ward Councillor Marilyn Palmer plus Chris Wilmore.

350/24 APOLOGIES FOR ABSENCE

Were received and accepted from Cllrs Sandra Jee, Bob Graham, Laura Pearson Tong and Sarah Hurley. Apologies also received from Ward Councillors Cheryl Kirby and Ben Stokes.

351/24 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATION

None

352/24 PARISHIONERS QUESTIONS

Not a question – but comment re situation with buses, residents are really feeling it and missing the buses that used to service the Birds. Cllr Jean Thomas had reassured residents that council is doing all it can – and Chris Wilmore confirmed this. WECA seem to be where delay is

353/24 TO APPROVE MINUTES OF FULL COUNCIL MEETING

It was RESPOLVED that the minutes of the Full Council Meeting on 14th October 2024 as printed / circulated were a true record – and they were duly signed by Cllr Chris Zapata.

(Confidential Minutes to be reviewed / approved during Closed session at end of meeting).

- Clerk informed members that the Christmas Carol Concert with band was being advertised – there were posters / flyers available for councillors to take away.
- Donation to Food Bank was gratefully received.

354/24 COMMITTEE MEETINGS

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

Community, Leisure & Environment CL&E – on 25th November 2024

355/24 WARD COUNCILLORS

MARILYN PALMER – reported on the following:-

- South Gloucestershire Council are looking to make the temporary speed limit of 30mph along Sodbury Lane permanent – as it has had a positive effect. In doing this the limit will come into force on adjoining roads as well – which is good news for rural residents.

LOUISE HARRIS – reported on the following:-

- The Post Office at South Parade in Yate is one of the 115 PO across the country that are at risk of closure. MP – Claire Young has requested a meeting – with Post Officer Counters – and a petition has been set up. Claire will be pressing for a clear plan for an alternative site for PO if the one at South Parade is to close.
- There has been a question about what will happen to the site – and it could be that the Royal Mail take it over (they are different company to Post Office) as they have outgrown their sorting office – which is adjacent to the Post Office.
- The local Police are doing a sweep around – looking out for illegal E-Scooters – as there has been a rise in ASB – of which the Police are aware.

356/24 PLANNING MATTERS

A remote meeting was held on 6th November 2024 with RWE regarding Mousewell Solar Farm proposals. Deputy Clerk has chased minutes from Meeting Places (who facilitated the meeting) but they haven't been forthcoming.

Cllrs Oliver Lodge, Chris Wilmore, Officers Pip Tymon and Rachel Davis and Tim Fairhead from Wapley Bushes sat in on the meeting.

There wasn't really any new news / updates – as questions put to them haven't been properly answered. There is some concern that they have reduced the battery storage, that they aren't listening regarding flooding.

Submission of Full Planning Application has been pushed back again – likely to be by end of year....so need to keep eye – that it doesn't come in over Christmas. If it does – and due to schedule of meetings – 6th January 2025 may have to be utilized as a one item agenda Planning Meeting.

357/24 LAND ADJACENT TO SHIREWAY COMMUNITY CENTRE

Following the auction of land earlier this month (when lot for land adjacent to Shireway was actually withdrawn at last minute) Clerk updated members regarding conversations with Begbies (interim managers). They had confirmed that it would be included in Decembers Commercial Auction with Allsop – however – the Parish Council could put in an offer before the auction – to Begbies – so long as they could give proof of funds and be able to complete within 28 days. As with auction – land would be offered with no guarantees.

Clerk is still trying to speak with Property Services and Planning at SGC – and wouldn't recommend proceeding in any way until such information has been forthcoming.

Cllr David Fitt felt it may be appropriate to consult with the local community – regarding land

– and if they would be happy to see a potential increase in precept to facilitate it's remediation / development – and also – what they would like to see there.

After due consideration – given that there is a consultation being delivered towards end of year for the Burial Ground (see item below) members requested that Clerk see if something could be added to that survey.

358/24 CONSULTATIONS

- Remote Meetings – Voting by Proxy

Members unanimously agreed to respond to this consultation – both from a Parish Council Point of View and if they wanted to independently as elected members.

It is an issue that NALC has been lobbying on our behalf for since 2021 – and members felt that having the option to meet remotely would be a positive move for local town and parish councils – allowing them business continuity and flexibility that modern society requires.

- South Gloucestershire Budget Consultation

As consultation is open for next 12 weeks – it was agreed to defer Parish Council response until the New Year – once members had had a chance to read thoroughly. In the meantime there will be some pop up meetings – explaining budget considerations – Clerk will forward details accordingly.

359/24 GRANTS

There were no grant applications to consider at this time – Clerk / Deputy Clerk have sent gentle reminders out to some organizations who haven't approached us yet for funding (TIC / CAB and DPB).

Clerk presented up to date figures to members – as to monies granted to date in 2024.

360/24 JOINT PARISHES CONSULTATIVE COMMITTEE

Members had reviewed the Terms of Reference for Joint Parishes Consultative Committee (JPCC) and agreed to readopt them going forward with minor amend (deletion of example regarding the Night Bus – which is no longer running).

361/24 MEMBERSHIP RENEWALS

Renewal of SLCC membership for officers was reviewed – and in order to make a saving it was agreed to only renew 2 of them (saves 50%) and council will still get benefits.

Clerk informed members of fee's for Avon Local Council Association membership – 25 – 26. The indicative figure quoted by ALCA was £1321.19 (NALC element being:-£520) up from £1296.24 in 24 – 25.

It was unanimously Approved to renew membership to ALCA in the New Year.

362/24 APPROVAL OF FINAL DRAFT OF BURIAL GROUND SURVEY

Members had all seen the draft survey. Clerk confirmed that Church were aware and had reviewed it too. One minor amend was suggested by Cllr Paul Hulbert (including a better photo of the actual burial ground – but other than that – all members were happy with the Draft and it was agreed that it go to print – in readiness for delivery over the Christmas period.

As discussed under 357/24 – Clerk felt that rather than add to the Burial Ground Survey a

postcard size consultation regarding land at Shireway to be printed and included in the envelope.

363/24 CLIMATE AND NATURE EMERGENCY

Cllrs Paul Hulbert and Oliver Lodge – along with deputy Clerk – updated members on recent meeting – and presented the revised version of Local Nature Action Plan (v7) (LNAP 7). It was proposed by Cllr Paul Hulbert and seconded by Cllr Louise Harris and RESOLVED to adopt this version. Positive comments had been received from SGC and thanks were minuted to deputy Clerk and Cllr Laura Pearson Tong who had put a lot of effort into this revised LNAP. A copy of the revised version can be viewed by the Dodington Parish Council website.

364/24 FINANCE MATTERS

Payments and receipts for October 2024 were received / explained. All in order

Bank reconciliations for October 2024 was checked – and duly signed by Chair and RFO – all in order.

It was noted that the increase in NI from April 2025 would have a financial impact in the region of £4k to Dodington Parish Council.

365/24 BUDGET 2025 – 26

Members received the first draft of budget – following recent committee meetings – and had read notes about the 5 year forward forecasting / budgeting. It was apparent that an increase in budget and precept was going to be necessary.

Re the 5 year forward forecasting Clerk had modelled this as requested initially with a set increase per year of approx. 10% and then with a higher increase in year one increase being tapered down to 7.5% in year 5. Clerk wasn't happy with either of them and would like to model a 3rd scenario – with a higher increase initially but tapering down more rapidly.

It was agreed that next step was for each committee to go through budgets in more detail (line by line) and see how this affected estimates – Chairs / Vice Chairs to highlight areas for particular discussion in relevant committee meetings. This to go back to Full Council in New Year.

Amended meeting dates were also noted – to allow for budget timetable which is attached as Appendix 1 to these minutes – to be following.

The amended dates for Jan – March 2025 can be viewed Appendix 2 attached to these minutes.

366/24 ITEMS TO REPORT

- Cllr Paul Hulbert would like officer (Clerk) to write to YTC regarding the dates for future Transport Forum meetings – requesting that they be spread over the week – as always holding on a Monday – is tricky with DPC meetings.
- Cllr Oliver Lodge reported that the Christmas Lights have been installed on Sodbury Highstreet in readiness for Christmas events – and he also spoke with 1st Chipping Sodbury Scouts – to see if any help could be given to Abbotswood Scouts regarding storage, sadly they can't assist.
- Cllr Richard Evans mentioned about PROW sign by Wapley Church being down again.

- Clerk informed members that she had been in touch with MP – Claire Youngs office regarding Official Opening in the New Year – and a couple of dates had been suggested – either Friday 21st or Friday 28th was available....As 21st was during half term 28th was felt to be better evening.
- Clerk will need councillors laptops to carry out some updates – now that we have a new IT provider. All laptops are Windows 11 compatible and upgrade will take place quarter 2 next year.

Meeting went into closed session for approval of Confidential Minutes (from 14th October 2024) and to cover off Staffing Matters.

367/24 STAFFING MATTERS – this item is minuted confidentially

Closed session ended

As there was no further business the meeting was closed at 9.25pm – with Chair thanking everyone for attending and apologizing for running over.

Next meeting of Full Council – 13th January 2025

SignedChair

Date 13th January 2025

APPENDIX 1

1) -BUDGET 2025 – 26 TIMETABLE

DATE	MEETING	NOTES
Mon 14 th Oct 2024	Full Council	To receive Timetable and initial recommendations following Budget Sessions
Mon 21 st Oct 2024	Community, Leisure & Environment	First round of Committee Meetings where Objectives are reviewed to enable more accurate forecasting List further info required
Mon 28 th Oct 2024	Planning & Transport	First round of Committee Meetings where Objectives are reviewed to enable more accurate forecasting List further info required
Mon 4 th Nov 2024	Finance & General Purposes	First round of Committee Meetings where Objectives are reviewed to enable

		more accurate forecasting List further info required
Mon 18 th Nov 2024	Full Council	To receive updated Committee Objectives – note extra info required and look at first draft of budget
Mon 25 th Nov 2024	Community Leisure & Environment	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 2 nd = Dec 2024	Planning & Transport	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 9 th Dec 2024	Finance & General Purposes	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 16 th Dec 2024	Staffing & Personnel	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 13 th Jan 2025	Full Council	To receive 2 nd draft of Budget – and review precept for 2025 – 26
Mon 20 th Jan 2025	Full Council	To finalise and approve Budget – and Agree Precept Demand
Week Spare	If Necessary	For final Decision

Budget to be approved and Precept Demand to SGC by 31st January 2025.

APPENDIX 2

Amended dates for Jan – March 2025

April	1	B/H EASTER MONDAY		Oct	7	-
	8	APM (HALL)			14	FC
	15	CL&E			21	CL&E
	22	P		HTerm	28	P
	29	-				
May				Nov		
	6	B/Hol			4	F&GP
	13	AMPC / FC			11	-
	20	S&PC			18	FC
Hterm	27	B/Hol			25	CL&E
June				Dec		
	3	F&GP			2	P
	10	-			9	F&GP
	17	FC			16	S&PC
	24	CL&E			23	-
				Xmas	30	-
July				Jan 25		
	1	P			6	-
	8	F&GP			13	FC
	15	-			20	FC
	22	FC			29	(spare week)
	29	CL&E				
Aug				Feb		
Sum	5	P			3	CL&E
	12	F&GP		H Term	10	P
Hols	19	-			17	F&GP
	26	B/Hol			24	-
Sept				March		
	2	FC			3	FC
	9	CL&E			10	CL&E
	16	P			17	P
	23	F&GP			24	S&PC
	30	-			31	-

Notes: All meetings commencing at **7.30pm** on a **MONDAY**, unless otherwise stated.
Council Chambers at Dodington Parish Hall, Finch Rd, Chipping Sodbury, BS37 6JZ

P	= Planning Committee
F & GP	= Finance & General Purposes Committee
FC	= Full Council
C,L&E	= Community, Leisure and Environment Committee
AM	= Annual Meeting of Council
APM	= Annual Parish Meeting (open parish meeting)
S&PC	= Staffing & Personnel Committee

Weeks highlighted Yellow show when the school holidays are