

MINUTES OF THE MEETING OF THE DYRHAM AND HINTON PARISH COUNCIL HELD ON THURSDAY 30TH NOVEMBER 2017.

Present: Councillors: Kerry Sawyer (KS) – Chairman, Philip Boulton (PB) Andrew Banwell (AB)) Bruce Gawler BG and the Clerk Christine Howard.
Ward Councillor: B Stokes (BS) (Part Time) Steve Reade (SR)

Members of the Public – None

1. **Apologies for absence**

None

2. **Declaration of Interests under the Localism Bill**

None

3. **Reports on Meetings Attended**

None

4. **Confirmation of the minutes of the last meeting held on 30TH November 2017**

PB proposed them as a correct record, seconded by KS - carried unanimously by all those who attended the meeting.

5. **Matters Arising from the last meeting not on an agenda item.**

6 (b) The application for information had been withdrawn and the cheque had been returned to them.

11 – People parking in the village – An e mail from Chris Harris SGC to David Barnes National Trust had been received regarding passing places on Sands Hill and an email from SR suggested we ask Dyrham Park to consider providing parking for dog walkers free of charge.

Resolve: Clerk to write to Chris Harris saying the PC are happy with his e mail and ask if the parking issue had increased since the NT had started charging none members for parking. Also write to the NT and ask if they would consider providing parking for dog walkers FOC.

6. **Correspondence Received**

From South Glos Council

Electoral Review – Final Recommendation

This was distributed to the meeting and filed.

Other

- The Clerk had received e mails from a resident regarding some items on drainage etc that needed dealing with, he had given me grid information which SGC rejected when I returned it to him he said perhaps BG could deal with it. It was reported that the drainage people had been and already dealt with the drains
- Regarding drainage and other work being undertaken by SGC they had badly damaged the common at Grove Lane and needs to be re-instated they have left rubbish on verges and not got it picked up. Verge are important to our small villages and for workmen to just park on grassed areas that are clearly used for our children to play on is wrong.

Resolve: Clerk to write to SGC and ask them to reinstate the area and collect their rubbish.

Road Verges – Upper Street - the Clerk had received an e mail from Dale Dennehy from Dyrham Park regarding the verges which had been repaired last year but were now in a terrible condition, mostly done by 4 x 4s and lorries. He was discussing a 2 pronged approach

- To install signage stating there is no parking except for visitors to the church
- Undertaking landscaping of the verge to a narrow grass bank with a wider road so people could park put not be so out of the road.

Resolve: It was agreed that a site visit with Dale and Councillors be held soon to discuss the matter more fully.

7. Planning Applications

Agreed by Parish Council

None

Objected by Parish Council

None

No Objections

PK17/4615/TCR Work to reduce the crown on trees at 7 Lower Street, Dyrham

PK17/17/5056/TCA Work on trees at Dyrham Park

Others

None

8. Accounts – payments since last meeting and agreement of change of signatories.

Yate Computing		40.00
3 Shires MP		1,989.00
C Howard Office 365	66.88	79.99
SLCC		5.91
C Howard Wages December		236.75
C Howard - expenses		35.00
SLCC		84.00
Yate Computing		40.00
C Howard Exp to Dec		65.08
HMRC		177.00
J Sawyer		76.95
C Howard Wages Jan		236.55
Also agreed at Finance Meeting		
St Peters Hospice		200.00
MS Centre		100.00
Citizen's advice		100.00
Newsletter		100.00

9. Bank Reconciliation and where we are to date with budget. Ratification of precept 2018/19 and information regarding SGC – Council Tax bases/ tax reduction support grant to Parish Councils.

These were distributed.

The Clerk had provided a budget projection for next financial year and it was agreed at the previous finance meeting and ratified at this meeting that the precept would rise by £900 to £8,000 due to new higher running costs, new legislation and rules which have now had to be implemented, the Clerk had stated she would not take the Government 2% agreed pay rise for Clerks.

10. Community Benefit Money

Parish Hall

The Clerk asked Councillors as we are paying a large proportion of the Community Benefit Money to the Parish Hall that perhaps a Parish Councillor should be on their committee to ensure that they report all facts to Parish Council Meetings, this is normal in most council's. Councillors agreed it was a good idea and KS was proposed by BG as our representative with AB as the reserved, seconded by PB. The Clerk was asked to write to BS officially with this information.

Miscellaneous

- The 2 new spiroconnect machines have been received by 3 Shires Medical Centre they had contacted the Clerk personally thanking the council for their support again.

- The wine for the Carol Service had been purchased and well received.
- A resident had e mailed the Clerk reminding her and the Parish Council that residents also use Marshfield Surgery perhaps they could have support. As Marshfield is part of the same Group they already have a chance to use the equipment purchased. Clerk to thank the resident for this information.
- An application from Dyrham and Hinton Cricket Club for new balls had been received at a cost of £193.00, AB proposed this be given, seconded by KS – carried unanimously.

11. Data Protection Act, GDPR and replacement of old hardware.

The Government is bringing real big changes to the what we know as ICO and one of the main worries is that it will cost even smaller parish councils about £187 per annum for someone to check we are doing the right procedures. The Clerk could not do this as she inputs the data being vetted. The Clerk had heard from ALCA that they were considering the situation and hoped to lobby the Government to deal more leniently with small businesses and parish councils.

The laptop owned by the PC was now not up to the job AB proposed that a new one be purchased up to the value of £500 for the Clerk, he agreed to transfer all data to the new machine for her seconded by PB – carried unanimously.

12. Junction 18A of M4

Nothing to report

13. Councillor Vacancy

The Clerk reported that there was no call for election and that she had advertised the vacancy for co-option on all noticeboards and web site

14. Grass Cutting

The existing contractor had asked for an extra £5 a cut that well within the budget
Resolve: It was agreed to give him the contract next year

15. Flooding, drainage and erosion in the parish.

See correspondence.

16. Parish Council Newsletter

As we have a website this was deemed not necessary.

17. Training Courses for Clerk

The Clerk asked if she could attend 2 courses

- SLCC AGM and Discussion on the new Data Protection Regulations and finance. Cost: £20.00
- Data Protection for clerks by Audit West £25.00

AB proposed this was important and she should do so, seconded by BG – carried unanimously.

18. Norley Lane, Tormarton - Gypsy site

The application was for one off caravan only and the Clerk had asked planning members about this and they stated that it was agreed as a child protection application and all had agreed it.

19. Parish Plan

No report

20. Items of Report where no decision can be made.

None.

21. Date of next meetings

29th March 2018

26th April 2018 Open Parish

31st May 2018

26th July 2018

DRAFT