

DOYNTON PARISH COUNCIL
MINUTES OF DOYNTON PARISH COUNCIL MEETING
HELD ON THURSDAY 25th MAY 2023, AT 7 .25PM.
At DOYNTON VILLAGE HALL

Present:	Peter Hart	Chairman
	William Crew	Vice Chairman
	William Roch	Councillor.
	Mike Williams	Councillor.
	Ben Stokes	District Councillor
	Elaine Weightman	Parish Clerk

No members of the public in attendance

The Chairman then welcomed everybody and opened the meeting.

Action

1. **APOLOGIES:** *Cllr. Salter and District Cllr. Marilyn Palmer*

2. **TO APPROVE THE MINUTES OF THE LAST MEETING**
The Minutes of the Parish Council meeting of 14th March 2023 were approved and signed by the Chairman on the proposal of Cllr. Hart and seconded by Cllr. Roch.

- 3 **MATTERS ARISING.** *None to note*

- 4 **TO RECORD DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED AND DECIDE IF ANY ITEMS REQUIRE EXCLUSION OF PRESS & PUBLIC.** *None to note*

5. **TO ADJOURN TO ALLOW PUBLIC PARTICIPATION.** *None in attendance.*

6. **PLANNING.**
 - 6.1 **To comment on planning applications: P23/01544/F** Toghill Farm, Tog Hill, Wick. BS30 5RY: Extend and cover existing slurry storage building and erection of three silage clamps with associated works. *No Objection*
 - 6.2 **To record comments made on applications dealt with since the previous meeting.**

P23/01424/TCA. Land At Doynton House Bury Lane Doynton. BS30 5SR: Works to fell 1 no. Box Elder and 1 no. Ash tree. Trees situated within the Doynton Conservation Area.
No Objection

P23/01307/CLE Rosebank Tog Hill Wick. BS30 5RY Continued use as Class C3 Dv of Lawfulness. *No Objection*

P23/01088/RVC. Rectory Farmhouse 39 Toghill Lane Doynton. BS30 5SY: Variatic attached to permission P21/07247/F to alter the approved plans. Alterations to existir include installation of open sided carport, 3No. skylights to the north facing roof slop
No Objection

P23/01088/RVC: Rectory Farmhouse 39 Toghill Lane Doynton .BS30 5SY: Variatic attached to permission P21/07247/F to alter the approved plans. Alterations to existir include installation of open sided carport, 3No. skylights to the north facing roof slop
No Objection.
 - 6.3 **To note planning decisions: P23/00860/TCA:** Hoddes Cottage Church Road Doynt fell 1no. apple tree situated in the Doynton Conservation Area. *No Objection*

Planner 18/7/23

P23/00152/F Land at Culleysgate Farm Culleysgate Lane Doynton. BS30 5AD: Erection of 1 no. agricultural workers dwelling with associated works (amendments to layout approved by application P22/01969/O).

Approve with conditions.

P23/01307/CLE: Rosebank, Tog Hill, Wick. BS30 5RY: Continued use as Class C3 Dwellinghouse.

Approve Certificate of Lawfulness

6.4 Other Planning Matters: Com/23/0220/OD: siting of metal storage container Lay by on Bury Lane Doynton. Alleged breach of Planning: - *No case to answer.*

However, Ben Stokes District Cllr. will query details with Planning enforcement as it is believed the lay by is SGC land and not private.

EW
BS

7

FINANCE

7.1

The members resolved this Parish Councils exemption from a limited assurance review by the external auditor and confirmed the qualifying criteria are met. The exemption certificate was signed by the RFO Elaine Weightman and by the Chairman Cllr. Hart at this meeting.

7.1.1

The Audit of Accounts 2022/23 were reviewed on 26th April 2023 by the Internal Auditor Iain Selkirk and forwarded for signature at this Parish Council meeting.

7.1.2

Approved invoices by Bacs from C/A at this meeting unless otherwise stated

- £489.60 E Weightman Parish Clerk (work undertaken April, May 23) **BACS 05/5/23**

- £115.00 Iain Selkirk, for internal audit 2022/23. **BACS 05/5/23**

- £ 106.80 Playsafety for inspection of Toghil playground. **BACS 05/5/23**

- £ 80.34 ALCA (Annual subs) **BACS 05/5/23**

- £ 32.10 SGC Bin empty Jan, Feb, March 2023 **BACS 05/5/23**

- £ 56.79 E Weightman, Parish Clerk, (quarterly expenses April, May 23)

-£ 350.00 All Seasons Catering (Pig Roast Kings Coronation

The above were approved and proposed for payment by Cllr. Roch & seconded by Cllr. Crew.

7.1.3

Payments approved and minuted at the meeting on 14th March were crosschecked with the invoices and bank statement by Cllrs. Roch & Williams & the Clerk at this meeting.

7.2 FINANCE REPORT

7.2.1

After clearance of the payments noted above, the working capital balance at HSBC Bank for the month to 31st May 2023 will be £8,125.61 which includes the debit of monthly bank charges April & May£10, first instalment of Precept from SGC of £2,750.00 and an error of CIL funding of £1,906.14 to be returned to SGC.

Earmarked funds remaining: -£184.90 defibrillator fund & £350 from the Kings Coronation grant. The balance on the S106 savings account currently stands at £11,978.72.

7.2.2a The Council agreed to consider & accept the Annual Governance Statement 2022/23

7.2.2b The Council agreed to approve the Annual Governance Statement 2022/23

This was signed by the Chairman & Parish Clerk, as the Responsible Finance Officer

7.2.3a The council agreed to consider and accept the Annual Accounting Statement 2022/23 which had been *signed and presented by the Parish Clerk, as the Responsible Finance Officer on 24th May 2023*

7.2.3b The council agreed to approve the Annual Accounting Statement 2022/23

This was signed by the Chairman at this meeting with all in agreement.

7.2.4 The above documents and the Annual Return and the Declaration of Status of the Accounting Statements for the Year ended 31 March 2023 will be sent to the website after this meeting on 31st May and the "Notice of Appointment of the Date for the Exercise of Electors' Rights" will commence on Monday 5th June & end on Friday 14th July 2023. This will be displayed on the Parish website & noticeboard. The Certificate of Exemption –AGAR 2022/23 form 2 and the Clerk/RFO contact details will be forwarded to external auditors BDO LLP on May 31st, 2023.

7.2.5 It was agreed to appoint Mr Iain Selkirk as Internal Auditor for 2023/24 if required. EW

[Signature] 18/7/23

7.2.6 The Practitioners Guide of March 2023 published by JPAG (Joint Panel on Accounting & Governance) sections 1 & 2 "Proper Practices "smaller authorities must follow was adopted by DPC at this meeting.

8 VILLAGE MAINTENANCE & HIGHWAYS.

8.1 Update on problems already reported to SGC unless stated.

The blocked drain by Vine cottage on the junction with Bury Lane and High Street, continues to be chased by District Cllr. Stokes.

BS

Street cleaning and Maintenance projects assigned to a small team under Dave Jones have been completed with a further two days assigned going forward.

EW

Potholes on Ham Lane near the stables at the top end have been filled.

Ben Stokes will speak with Darren Davison to arrange a site visit regarding the dangerous state of Culleysgate Lane.

BS

8.1.2 Highways

Traffic calming measures to Bury Lane awaiting completion continue to be monitored by the clerk.

8.2 New Issues raised by Councillors.

Add to September Agenda to cut the tree and bushes on The Village Green.

EW

9. SPECIAL MATTERS FOR ATTENTION

9.1 The Kings Coronation Award fund allocated £350 for a contribution towards the cost of a disco and food on 6th May.

9.2 The Play Area Safety Inspection Report 2023 was discussed, and the required actions will be forwarded to Fred Ellis to undertake works as necessary.

EW

9.3 It had been agreed that No Mow May should not apply to the Village Green as a patch is left uncut already.

10 **TO RECEIVE REPORTS OF MEETINGS ATTENDED.** Clerk- South Glos Hedgehog Heroes 4th April 2023

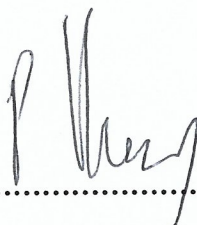
11 **TO RECEIVE REPORTS BY DISTRICT COUNCILLORS.** SGC are re writing the Council plan after the Election. Support for rural perspective- bus services. There are several Free Family Activities run by SGC to be found on SGC website.

12 **MATTERS OF INTEREST RAISED BY MEMBERS** Change to West link bus routes impact on Doynton village as now do not go to Kingswood direct but do go to Yate direct.

13 **ITEMS RAISED BY MEMBERS TO BE INCLUDED IN FUTURE AGENDAS.** None to note.

14 **DATE OF NEXT MEETING:** - Tuesday July 18th 7pm Doynton Village Hall

The meeting closed at 8.25pm

Signed..........Date.....18/7/23

Notes: DPC = Doynton Parish Council; SGC = South Gloucestershire Council; ALCA = Avon Local Councils Association; CEF = Community Engagement Forum; AONB = Area of Outstanding Natural Beauty; TPF = Town & Parish Forum.