

**DOYNTON PARISH COUNCIL**  
**MINUTES OF DOYNTON PARISH COUNCIL MEETING**  
**HELD ON TUESDAY 28<sup>th</sup> May 2024, AT 7 PM.**  
**At DOYNTON VILLAGE HALL**

<b>Present:</b>	Peter Hart	Chair
	William Crew	Councillor
	William Roch	Councillor.
	Jill Salter	Councillor.
	Ben Stokes	Boyd Valley Councillor
	Elaine Weightman	Parish Clerk

*No members of the public in attendance*

The Chair then welcomed everybody and opened the meeting.

**Action**

1. **APOLOGIES:** - Cllr. Mike Williams & Boyd Valley Cllr. Marilyn Palmer.
2. **TO APPROVE THE MINUTES OF THE LAST MEETING**  
The Minutes of the Parish Council meeting of 19<sup>th</sup> March 2024 were approved & signed by the Chair on the proposal of Cllr. Roch & seconded by Cllr. Salter.
3. **MATTERS ARISING.** None to report
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.** *Non in attendance*
- 6.1 **PLANNING.**
- 6.2 **To comment on planning applications:**  
**P24/01270/F** Brook House High Street Doynton BS30 5TG Creation of an outdoor riding arena.  
**To record comments made on applications dealt with since the previous meeting.**  
**P24/00854/TCA;** - Doynton House Bury Lane Doynton BS30 5SR.: Works to Crown reduce approximately 40 Poplar, Ash and Beech trees to leave a 3-metre height clearance and reduce lateral spread by 3 metres. Trees situated within Doynton Conservation Area. *No objection.*  
**P24/00840/TCA:** -Dymocks Wood at Diddingtone Firs Church Road Doynton. BS30 5SU: - Works to fell 10 no. semi-mature (small) lime and hornbeam trees, all situated in the Doynton Conservation Area. *No objection.*
- 6.3 **To note planning decisions:**  
**P24/00424/RVC:** Rosebank Tog Hill Wick. BS30 5RY Removal of agricultural occupancy condition D attached to permission N.3372. *Approve*  
**P23/03314/F:** Land South Of Quarry Farm Bury Lane Doynton. BS30 5SW Temporary stationing of 1no. mobile home for agricultural workers accommodation for 3 years. *Approve with conditions*  
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*31/7/24*



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6.4

#### **Other Planning Matters**

**P23/03314/F:** -Land South of Quarry Farm Bury Lane Doynton South Gloucestershire BS30 5SW Temporary stationing of 1no. mobile home for agricultural workers accommodation for 3 years. *Considered by the Development Management Committee on 11th April 2024.*

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 Chair Cllr. Hart at this meeting.

7.1.1

The Audit of Accounts 2023/24 were reviewed on 26<sup>th</sup> April 2024 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.**

- £ 84.68 ALCA (Annual subs) **BACS 16/4/24**
- £ 37.44 SGC Bin empty Jan, Feb, March 2024 **BACS 16/4/24**
- £533.44 E Weightman, Parish Clerk, (work undertaken April-May 24) **BACS 22/5/24**
- £78.32 E Weightman, Parish Clerk, (quarterly office expenses 24) **BACS 22/5/24**
- £120.00 Iain Selkirk, for internal audit 2023/24) **BACS 22/5/24**
- £ 112.80 Playsafety for inspection of Toghill playground) **BACS 22/5/24**
- £25.65 M Williams (Lawnmower fuel village green) **BACS 22/5/24**

*The above were approved and proposed for payment by Cllr. Hart & seconded by Cllr. Salter*

7.1.3

Payments approved and minuted at the meeting on 19<sup>th</sup> March were crosschecked with the invoices and bank statement by Cllr. Roch & the Clerk at this meeting & Cllr. Williams outside of 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 31<sup>st</sup> May 2024 will be £7,017.86 which includes the debit of monthly bank charges February & March of £10.00, the first instalment of the Precept from SGC £3,000, Earmarked funds remaining: -£184.90 defibrillator fund & £862.62 Doynton Childrens Committee.

The balance on the S106 savings account currently stands at £8,240.48.

It was noted Doynton Village Hall price increase from 1 June 2024 to £15 per hour.

7.2.2a

The Council agreed to consider & accept the Annual Governance Statement 2023/24

7.2.2b

The Council agreed to approve the Annual Governance Statement 2023/24

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

7.2.3a

The council agreed to consider and accept the Annual Accounting Statement 2023/24 which had been signed and presented by the Parish Clerk, as the Responsible Finance Officer on 27<sup>th</sup> May 2024

7.2.3b

The council agreed to approve the Annual Accounting Statement 2023/24. *This was signed by the Chair at this meeting with all in agreement.*

*[Handwritten signature]*  
31/7/24



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 2024 along with any significant variances from 2022/23 accounting period to 2023/24 will be sent to the website after this meeting by 31<sup>st</sup> May and the "Notice of Appointment of the Date for the Exercise of Electors' Rights" will commence on Monday 3rd June & end on Friday 12th July 2024. This will be displayed on the Parish website & noticeboard. The Certificate of Exemption –AGAR 2023/24 form 2 and the Clerk/RFO and Chair contact details will be forwarded to external auditors BDO LLP on May 31st, 2024.

7.2.5 The non-Conflict of interest statement with BDO LLP was signed by the Clerk and Chair.

7.2.6 Members approved the requirement to search for a replacement Internal Auditor 2024/25.

7.2.7 The Practitioners Guide of March 2024 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

### 8.1 VILLAGE MAINTENANCE & HIGHWAYS.

#### Update on problems already reported to SGC unless stated.

The dangerous condition of Culleysgate lane with the request to install "No through road Signage" is continuing to be chased & the blocked drain by Vine cottage on the junction with Bury Lane and High Street in Doynton by Boyd Valley Cllrs. Stokes and Palmer

BS/MP

8.1.2

#### Highways

Refreshing of the White lining on Bury Lane after High Street, have been awaiting "Dry Weather"!!

The damaged wooden fence on Church end/Doddington Firs/Rosevale by the brook is awaiting investigation and will continue to be chased by the clerk

EW

#### 8.2 New Issues raised by Councillors.

Potholes at the junction with Bottoms farm lane and Ham Lane and on Toghill lane on left hand side slightly north of The Old Rectory to be reported by the Clerk.

EW

9

### SPECIAL MATTERS FOR ATTENTION

9.1 The Play Area Safety Inspection Report 2024 was discussed, and the required actions will be forwarded to Fred Ellis to undertake works as necessary.

9.2 Cllr. Salter is to continue to move the project forward to locate a permanent table tennis table in the village at the Playing Field through contact with The Playing Field committee

JS

9.3 80<sup>th</sup> Anniversary D Day commemorations in Doynton on 6<sup>th</sup> June will commence at 6.30pm with the serving of fish and chips, the lighting of The Beacon and The International tribute commences at 9. 15pm. *Tickets available to purchase in advance.*

### 10 TO RECEIVE REPORTS OF MEETINGS ATTENDED. *None to note*

11 TO RECEIVE REPORTS BY BOYD VALLEY COUNCILLORS. Cllr. Stokes advised there is a meeting on June 6<sup>th</sup> at Pucklechurch Surgery regarding the financial situation of the Three Shires medical practise. Also to beware Rogue Traders operating in the are "Bespoke Driveways" recently fined is still operating.

Cats need to be microchipped from 10<sup>th</sup> June.

CCTV can be leased from SGC to monitor fly tipping areas and DPC have asked if it could be available on Bury Lane and Rock Road. Cllr. Stokes will add it to the list.

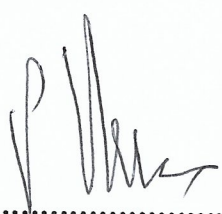
BS

*Plm 3.17/24*

12 **MATTERS OF INTEREST RAISED BY MEMBERS.** *None to note*

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

14 **DATE OF NEXT MEETING: - Doynton Parish Council** will take place on  
**WEDNESDAY July 31st, 2024**, at Doynton Village Hall at 7pm  
The meeting closed at 8.45pm

Signed..........Date.....31/7/24.....

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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.